



alliance abroad group

alliance abroad group, L.P.

J-1 Work/Travel program - Offer of Employment - self-arranged

Participant Information

Student Name:

Birth date (mm/dd/yyyy): ___/___/___

English level: [] Native Speaker [] Excellent (Advanced) [] Good (conversational) [] Fair (intermediate)

Host Company Information

Host company name:

Title:

Phone:

E-mail:

Corporate office address:

Primary contact person:

Department:

Fax:

Web site:

Job Offer & Housing

Job title:

Supervisor:

Guaranteed salary/wage per hour before deductions:

Specific skills needed:

English level: [] Good (conversational) [] Fair (intermediate)

Earliest start date: ___/___/___ Latest start date: ___/___/___

Earliest end date: ___/___/___ Latest end date: ___/___/___

Address of work site (if different from headquarters. If there are multiple work sites, please attach the address for each location.):

Does company provide housing? [] yes [] no

If yes, what is the address?

Signatures

By signing below, I CONFIRM THAT I MEET ALL THE NECESSARY REQUIREMENTS AND PREREQUISITES AS OUTLINED. I understand and accept all conditions as outlined. I acknowledge that I accept all of the terms and conditions listed on my original application. Once program attendance has begun, no refunds will be granted, regardless of the length of time remaining for the scheduled program(s). I FULLY REALIZE THAT I MAY NOT CHANGE HOST COMPANIES OR TERMINATE A HOUSING AGREEMENT WITHOUT WRITTEN AUTHORIZATION FROM ALLIANCE ABROAD GROUP L.P. I understand that I must contact and discuss any problem I may encounter at my job site or with my housing with my Alliance Abroad Group, L.P. Representative. Alliance Abroad Group, L.P. does not have the authority to grant visas.

Participant Name (please print):

Participant Signature: _____ Date (mm/dd/yyyy): ___/___/___

Host company contact name (please print):

Host company signature: _____ Date (mm/dd/yyyy): ___/___/___

The State Department J-1 Work Travel Program is an Exchange Visitor Program designed to achieve the educational objectives of international and cultural exchange by involving young adults in the daily life of the host country through temporary employment opportunities and to return home to share their experiences, and to encourage Americans to participate in the educational and cultural programs in other countries.

Workers will receive the federal minimum wage set by the Fair Labor Standards Act (FLSA). Federal Minimum Wage is \$5.15/hour. Employers of "tipped employees" must pay a cash wage of at least \$2.13/hr if they claim a tip credit against their minimum wage obligation. If an employee's tips combined with the employer's cash wage of at least \$2.13/hr do not equal the minimum hourly wage, the employer must make up the difference. Any international workers employed will be paid the equivalent of their American counterparts. Participants may not be employed as domestic employees in U.S. households or in positions that require them to invest their own money to provide themselves with inventory for the purpose of door-to-door sales.