

United States Embassy
Non Immigrant Visa Section

RE: J-1 STUDENT VISA/Evidence of Support

We are pleased to make the following job offer to _____ under the conditions below. Employment offer is conditioned to verification of permit to work in the USA. This employment offer is valid only during the dates allowed in the DS2019.

- **Employer Company Name:** _____
Full Address: _____

- **Human Resources Director:** _____ **Direct Telephone:** _____
- **Host Site Assigned:** _____

- **Human Resource Manager:** _____ **Direct Telephone:** _____
- **Job dates: Starting :** _____ **Ending:** _____
- **Expected Arrival date to city of employment:** _____
- **Transportation:** Participant is responsible for his/her own transportation when they arrive to the destination city. Upon arrival at work site student will be met by employer during the daytime hours of 8:00 A.M. to 6:00 P.M. except Sunday. Participants are responsible for their own lodging if their arrival is on Sunday or after 6:00 P.M.
- **\$/hr. minimum amount per hour:** _____ (tips available) _____ N/A _____
- **Hr./ Total Program:** _____
- **Theme Park Work Schedules:** _____
- **Workmen's compensation:** no
- **Weather and work schedule:** _____
- **Position Title and expected tasks:**

- **Shifts:** _____
- **Overtime opportunities:** _____
- **English level required to retain position:** basic _____ ability to understand instructions, give directions, and communicate effectively for the position offered above.
- **Orientation: Job site orientation attendance is mandatory.**
- **Training required:** scheduled by site. Depending upon date of arrival participant may wait up to one week for training class. This waiting period is unpaid.
- **Lodging conditions:** N/A _____
direct to cost effective housing.
_____ **Deposit Required** _____ **weekly rent** _____ **monthly rent** _____

- **Meal conditions:** N/A _____ **Meals** _____
- **Payroll:** **Bi-Weekly** _____ **Weekly** _____ **Monthly** _____ **Distributed at Site** _____
- **Vacation:** N/A
- **Sick days:** Participant must call to inform employer, otherwise they may jeopardize their employment. You are not paid for sick days.
- **Medical Insurance Company name:**

- **Refund policies and penalties:** *If Visa is denied and IAP is returned in sufficient time before the start date of the IAP, there will be a partial refund.*
- **Parents/legal guardian signature is required at end of this document.**
- **Employer's grooming and behavior standards:** Most properties have grooming standards requiring the following: Men – hair no longer than collar length, varying restrictions on facial hair and one or no pierced earrings in ears only. Women – one, and in certain instances perhaps two sets of earring in the ears only.
- **Job site personal requirements:** _____

- **J-1 Visa - Summer Work Travel J-1 visa** has a maximum duration of 4 months for work and a 30 day grace period after the ending date in the IAP to travel. Participant is only allowed to work on the dates posted in the pink IAP. The regulations do not allow for any visa extensions under this program. The regulations require mandatory completion of participant and host site evaluations. By signing this contract employer and employee agree to abide and collaborate with the PII, the sponsor, to remain compliant with government regulations and laws. Employer must inform Global Staffing immediately if the participant does not show up or leaves before the end date. Global Staffing will then inform the PII immediately.
- **J-1 visa sponsorship:** _____ and the participant understand that the PII sponsors the participant to work at the site specified in the pink copy of the DS2019. Change of site can only be made upon agreement with employer. The employer has to inform the PII immediately of any site changes participant termination.

The PII sponsorship doesn't allow participants to 1) have two jobs 2) work on any gaming positions or 3) change job sites without the authorization of Global Staffing. If there are any violations to this contract or the J-1 visa program under which the PII has sponsored the participants to work for this employer, the PII reserves the right to cancel the J-1 visa.

EMPLOYMENT OFFER

_____ offer this position to _____ under the above conditions.

Human Resources Director

STATEMENT OF ACCEPTANCE:

I have read thoroughly this contract and accept the position with all the conditions offered herein. I fully understand that **this contract and the memorandum of understanding are the only conditions under which I am being contracted.** I have not signed any other contractual document that state any other conditions or contradicts what is stated above. I stated that I can communicate effectively in English to be able to handle any job that requires me to communicate with the public.

I agree not to work beyond the ending program date in the pink DS2019. I understand that the employer can terminate the employment agreement at any time without prior notice and for reasons not prohibited by law; that, upon agreement with me, my position, duties and responsibilities may vary during the period of employment to be able to satisfy the needs of the employer. I further understand that I am not allowed to change jobs or job sites without the consent of PII. I understand that were I to choose not to arrive to work on the dates above, I might not have a position available at a later date. The site is obliged to report my name to be cancelled from the program. The site is also obliged to report my name to be cancelled from the program if I leave early. I will then be terminated from the program and must return to my home country as I will be here in an illegal status if terminated. I will keep a copy of this contract together with the Memorandum of understanding that I signed, together with all program papers while residing in the United States. These papers will be kept on my person at all times.

Participant name in block letters _____

Date _____

Participant's signature _____

Required Parents/legal Guardian Signature _____