

StudyUSA Higher Education Consultants Ltd. (StudyUSA) together with CIEE, a U.S. leader in educational exchange (www.ciee.org) is offering the Internship (INT) and Professional Career Training (PCT) Programs to those studying or working in Cyprus who would like to gain work experience in the U.S.

What is the INTERNSHIP (INT) Program?

The Internship (INT) program gives you the opportunity work in the United States for up to fourteen months and is for students who are full time students at an accredited university or college in Cyprus, or who have just graduated. It is preferable to apply within 6 months of graduation if you have already graduated. StudyUSA is the official representative of CIEE, the largest educational exchange organization in the United States, and it is through CIEE that we are able to offer this program in Cyprus. To read about CIEE and these programs in detail, please visit their www.ciee.org/intern. CIEE offers applicants the visa sponsorship and support for those on this program. Many employees in the United States are unauthorized to issue the DS-2019 form in order for non-U.S. citizens to apply for a visa to work in the United States. When applying for an internship in the United States, applicants must let future employers know that they intend to apply through CIEE for their visa sponsorship.

Currently students can apply only as **Self-Placed** applicants under this program:

- **Self-Placed:** Applicants who have secured their own internships in the U.S. may apply as *Self-Placed* students. The cost of this program is indicated below. Please note that some jobs may be paid jobs but many are unpaid. If the job is unpaid, applicants will have to prove you can financially support yourself during your time in the U.S.

CIEE has suggests for locating jobs at: <https://www.ciee.org/in-the-usa/research-training/intern-professional-training/for-interns/find-internship> . CIEE also keeps a list of available internships on their website <http://available-internships.ciee.org/>. We have had students secure internships through these suggestions so please do not be discouraged! We have also had students secure job placements through their universities in Cyprus so please also speak to your professors.

Eligibility Requirements for the INTERNSHIP Program::

To be eligible for the *Internship Program* you must:

- Be at least 18 years old
- Be registered as a full-time student at a university or other institution of an accredited post-secondary institution in Cyprus, or have graduated from such an institution no more than 12 months prior to your prospective employment start date.
- Have at least a 2.5 CGPA out of 4.0 or 7 out of 10
- Be able to function in an English-speaking work environment. Complete an English language interview, in person or by telephone, by StudyUSA Higher Education Consultants
- Must have an internship offer from a valid U.S. employer. Please visit the CIEE Internship website for ideas on how to locate internships and some available positions: www.ciee.org/intern

How to apply for the INT Program

Applicants must send their C.V. and details of their job offer (name of company, position, years of operation, number of employees, unpaid or paid position) by email to StudyUSA (anna@studyusa.com.cy or gulsen@studyusa.com.cy). Once StudyUSA has identified the eligibility of the applicant, the application fee of \$50 is due to StudyUSA and applicants will be directed to the Internship application. The Internship application is an online form which must be completed and signed by the applicants' future employer in the United States and signed by the applicant. Other documents will also be requested, such as transcripts from Applicants university, passport copy etc that will be sent with the application.

The Cost of the INT Program:

- Application Fee of \$50 (non-refundable).
- The below fees will apply once the applicant has been approved. The exact fees depend on the length of the internship, as indicated in the below table. The Program Fee payment is due once the job has been approved.
- Visa fee of \$160
- SEVIS fee of \$180
- Return flight to and from the U.S.

Internship (INT) Program Fee	
Duration in Months	Fees (\$)
1-3 months	\$1,018
4 months	\$1,110
5 months	\$1,207
6 months	\$1,309
7 months	\$1,401
8 months	\$1,502
9 months	\$1,594
10 months	\$1,691
11 months	\$1,793
12 months	\$1,885
13 months	\$1,987
14 months	\$2,077

An additional amount available in order to support yourself upon arrival in the U.S.	Approx.\$1,000
Proof of adequate financial support for living expenses if job is unpaid. This varies according to the location of the place of work.	Approx \$1500/month

What do these Fees Cover?

- Screening for program
- Pre-departure orientation
- U.S. Sponsor support throughout the duration of the program (issuance of the DS-2019 required for the J-1 visa)
- Visa and SEVIS application assistance
- Medical insurance

Please note:

The application process can take several months. If an applicant asks for an expedited application, there is an additional fee of \$1,350

If a site visit to the potential employer is required, an additional fee is \$300

The total amount of money must be paid once approval has been given for the job and before the DS 2019 is issued.

Cancellation Policy

• **Standard Cancellation Fee** – The applicant will be charged a \$350 USD Standard Cancellation Fee for all cancellations occurring before a DS-2019 has been printed. The applicant will be charged a \$450 USD Standard Cancellation Fee for all cancellations occurring after a DS-2019 has been printed. To receive this refund of program fees for cancellations after the DS-2019 is printed, the applicant must return the original DS-2019 to StudyUSA.

• **Visa Cancellation Fee** –If the application is cancelled because of the local consulate’s refusal to grant a visa, the Visa Cancellation Fee of \$300 USD will be charged (instead of the Standard Cancellation Fee) provided that the applicant provides AG StudyUSA with acceptable evidence of visa refusal. The visa application fee of \$160 submitted to the U.S. embassy is non-refundable

• **SEVIS Cancellation Fee** – The U.S. government SEVIS fee of \$180 USD is non-refundable and will be charged, in addition to all AG StudyUSA cancellation fees. Please note that the SEVIS fee is subject to change.

• **Expedited Application Cancellation Fee** – The applicant will not be refunded for the \$1350 USD expedited fee for all expedited applications that were cancelled after the DS2019 form has been printed.

• **Site Visit Cancellation Fee** – If an application is cancelled after a site visit has been conducted but prior to DS-2019 production, a cancellation fee of \$100 USD will be charged to the applicant. If an application is cancelled after a site visit has been conducted and after the DS-2019 has been produced, the applicant will be charged a fee of \$100 USD in addition to the Standard Cancellation Fee referenced above. If an application is denied by CIEE after a site visit has been conducted, a fee of \$100 USD will be charged to the applicant.

• **J-2 Dependent Cancellation Fee** – The applicant will be charged a \$100 USD cancellation fee for all J-2 cancellations regardless of whether it is a standard cancellation or a visa cancellation.