



How it Works

The Traineeship

In order to apply for a J1 Trainee Programme participants must first secure a position with a US Company. Depending on their field this can be for up to 18 months (see Eligibility).

Each year thousands of international applicants get positions in the USA on the J1 Trainee Programme.

While we don't offer placements we CAN offer advice on finding a placement based on years of experience.



The process is relatively simple - once the applicant and the employer have agreed to move ahead, you'll need to start the application process with us - **see next page for further information**

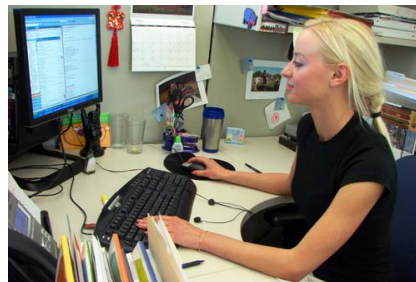
Up to 18 months at a US Host Company

The J1 Trainee Visa Programme is designed to allow young professionals the chance to spend up to 18 months living in the USA

It offers an invaluable opportunity to widen your horizons, gain vital international experience and give your CV a real boost!

Eligibility: Applicants must:

- Be over 21 years old
- Have a degree and at least one years' full time experience POST UNIVERSITY in their field in the UK.
- In the absence of a degree in this field applicants must be able to show at least 5 years full time experience in order to qualify for the programme.



IST Plus work with our partners (the legal sponsor) in the USA to process the application and provide the legal documents needed to take to the US Embassy for the J-1 visa. Once an application has been approved and legal documentation has arrived back in the UK, applicants apply to the US embassy for a visa interview (approx. \$160). For full information see www.istplus.com/pctusa



There are 2 parts to the application form, both of which can be downloaded from our website:-

1. **The Participant Application** – this part of the form gives details of the applicants' education and experience – it links the applicants' background to their internship.
2. **The DS-7002 Training Plan** - this form is required by the U.S. Department of State and is the official outline of the training. It must be completed by the host organisation, and gives them an opportunity to clearly de-scribe what the Trainee will be doing during the Trainee-ship (see next page for more details).

The DS-7002 Training Plan

is a critical part of the programme application as it is used by the Legal Sponsor to ensure that the J1 Traineeship meets the program regulations and guidelines.

Why do we need it?

The DS-7002 helps us to understand what the host organisation does, and the kind of traineeship they can offer. It is required by both us AND the US State Department in order to be able to approve an application for J1 Trainee status.

Workers Compensation - what is it?

Each Host Organisation must have an active Worker's Compensation insurance policy which will cover the J1 Trainee (this information is required on the top page of the DS-7002). Some governmental and non-profit organisations are exempt - if a company believes they do not need Workers Comp they will need to show proof of either their non-profit status OR legal evidence of their exemption.

TRAINEES CAN NOT

- Spend more than 20% of their time in basic clerical and/ or administrative activities
- Conduct and/or publish independent research

WHY IST PLUS?

IST plus is the leading provider of J1 Visas in the UK. Working with the best partners, we have years of experience enabling thousands of students and young people to gain J1 visas for the USA. We offer advice to both universities and students on how to secure J1 programs in the USA and help them throughout the process.



DS-7002 Training Plans should be completed by the Host Organisation supervisor and be specific to the individual applicant. Some basic points include:-

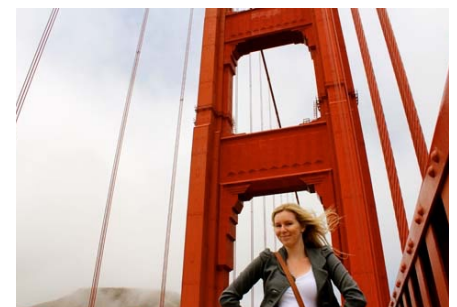
- It should show appropriate and complex goals, knowledge, and methods of supervision and evaluation
- It should offer the opportunity to interact with American coworkers and to engage in cultural exchange outside of the workplace
- It should have adequate number of phases determined by the programmes' length - see istplus.com/pctusa for details
- It must show continuous supervision for the duration of the program

TRAVEL AND ACCOMODATION

Applicants need to arrange and pay for their own flights and accommodation, however we have a great travel team on hand to make this easier. Some employers will give assistance to finding accommodation in the USA – J1 Trainee applicants are encouraged to find out if this is the case.

FOR MORE INFORMATION

Please contact
info@istplus.com or call
0207 788 7877



www.istplus.com/pctusa