



# CULTURAL HOMESTAY INTERNATIONAL

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**IP/TP/HP**

**INTERSHIP / TRAINING / HOSPITALITY PROGRAM**

**PROGRAM POLICY ADDENDUM**

CHI ID Code

I, \_\_\_\_\_, agree to the following terms and conditions of the Cultural Homestay International Internship/Training Program:

- \_\_\_\_\_ Should I take part in a telephone interview with a potential host business, I will not discuss salary, stipend, or anything having to do with my wage offered. I understand that the hosting business is offering me an Internship/Training program and CHI will negotiate my stipend.
- \_\_\_\_\_ I will not ask my host business or supervisors about housing or airport transfers. I understand that my coordinator will answer any questions I may have about housing and airport transfers. I also understand that my coordinator is not required to provide me housing or airport transportation, although my coordinator may assist me with questions I may have.
- \_\_\_\_\_ I understand that the topic of “salary/wage/stipend” is a sensitive subject, and therefore, I should not discuss it with other interns/trainees
- \_\_\_\_\_ I agree to arrive in the United States prepared with sufficient funds (USD\$ 1200 minimum) to cover all expenses prior to earning an hourly stipend. I understand that I am responsible for costs related to daily living including rent, utilities, furnishings, groceries, etc.
- \_\_\_\_\_ I understand that I am an INTERN/TRAINEE and not an EMPLOYEE at my arranged host business. I understand the difference therein.
- \_\_\_\_\_ I understand that I am on a “single purpose” J-1 InternshipVisa, and I will return to my home country at the end of my program.
- \_\_\_\_\_ I understand that CHI takes every effort to match me with one appropriate business during my program. I understand that I am not entitled to several placement choices before or during my program.
- \_\_\_\_\_ I have received an Internship/Training Participant Handbook from my agency. I have read and understand everything in my Internship/Training Participant Handbook.
- \_\_\_\_\_ I understand that I may be placed anywhere within the Continental United States, based on my qualifications and the opportunities available.
- \_\_\_\_\_ I understand that I may be placed at a small business, where I will receive comparable responsibilities to what would be offered at a larger business.
- \_\_\_\_\_ I understand that, upon the start of my Internship/Training program, there will be a 3 month probationary period when my skill level will be assessed by my hosting business. The probationary period will help my supervisor to determine the best approach to continuing with my Internship/Training program.
- \_\_\_\_\_ I understand that I should arrive at the host business for the first day in professional attire and in the company’s dress code as stated on the Internship/Training Placement Plan.
- \_\_\_\_\_ I will notify CHI of my planned arrival to the United States before the start of my program, so that my coordinator may properly arrange a program orientation for me in sufficient time.
- \_\_\_\_\_ I understand that I CAN NOT extend my visa.

Applicant’s signature: \_\_\_\_\_ Date: \_\_\_\_\_