

## Confirmation Form INTERNSHIP USA (J-1 INTERN)

Please email your documents to :  
[contact@parenthese-paris.com](mailto:contact@parenthese-paris.com)

### Personal details

Please indicate your last name, first name and **all** your middle names **exactly as they appear on your passport**

LAST NAME ..... F ☐ M ☐

FIRST AND MIDDLE NAME(S) .....

DATE OF BIRTH (DAY, **MONTH IN LETTERS**, YEAR) .....

EMAIL ADDRESS ..... PHONE NUMBER .....

NAME OF YOUR SCHOOL OR UNIVERSITY (PLEASE INDICATE THE CAMPUS WHEN APPLICABLE, EX: EDHEC LILLE) .....

DID YOU FIND YOUR EMPLOYER VIA A PAID PLACEMENT AGENCY? YES ☐ NO ☐ IF SO, NAME OF AGENCY .....

### Billing address

FULL NAME (IF YOU WILL BE PAYING THE SPONSOR FEES) .....

OR

COMPANY NAME (IF YOUR EMPLOYER WILL BE PAYING THE SPONSOR FEES) .....

ADDRESS .....

POSTAL/ZIP CODE ..... CITY / STATE / COUNTRY .....

NAME AND EMAIL OF HOST COMPANY CONTACT .....

### Dates and fees

**APPROXIMATE DATE OF DEPARTURE** ..... / ..... / ..... (MAXIMUM 30 DAYS BEFORE YOUR INTERNSHIP START DATE)  
day month year

**INTERNSHIP START DATE** ..... / ..... / .....  
day month year

**INTERNSHIP END DATE** ..... / ..... / .....  
day month year

**APPROXIMATE RETURN DATE** ..... / ..... / ..... (MAXIMUM 30 DAYS AFTER YOUR INTERNSHIP END DATE)  
day month year

**ATTENTION:** YOUR PROGRAM FEES WILL BE BASED ON YOUR DEPARTURE AND RETURN DATES AND WILL BE CALCULATED AS PER THE EXAMPLE BELOW:

FROM JANUARY 15 TO JULY 15 = 7 MONTHS

FROM JANUARY 15 TO JULY 14 = 6 MONTHS

**Should you choose to make travel arrangements prior to your visa approval, purchase MODIFIABLE TICKETS ONLY.**

## Fees (including insurance and SEVIS fees)

<b>1 - 3 months</b>	<input type="checkbox"/>	1360 EUR
<b>4 months</b>	<input type="checkbox"/>	1480 EUR
<b>5 months</b>	<input type="checkbox"/>	1600 EUR
<b>6 months</b>	<input type="checkbox"/>	1720 EUR
<b>7 months</b>	<input type="checkbox"/>	1815 EUR
<b>8 months</b>	<input type="checkbox"/>	1920 EUR
<b>9 months</b>	<input type="checkbox"/>	2030 EUR
<b>10 months</b>	<input type="checkbox"/>	2130 EUR
<b>11 months</b>	<input type="checkbox"/>	2245 EUR
<b>12 months</b>	<input type="checkbox"/>	2355 EUR
<b>13 months</b>	<input type="checkbox"/>	2450 EUR
<b>14 months</b>	<input type="checkbox"/>	2545 EUR
<b>Optional, Express mail delivery (France)</b>	<input type="checkbox"/>	30 EUR
<b>Optional, Express mail delivery (outside of France)</b>	<input type="checkbox"/>	70 EUR
<b>Optional, Acceleration fee</b> (receipt of your DS-2019 in 10 business days)*	<input type="checkbox"/>	120 EUR
<b>Optional, Expedited fee</b> (receipt of your DS-2019 in 5 business days without site visit or 7 business days with site visit)	<input type="checkbox"/>	1270 EUR
<b>TOTAL</b>		_____ EUR
<b>All fees subject to change without notice</b>		

### PAYMENT METHOD:

- ☐ CHECK TO THE ORDER OF PARENTHÈSE
- ☐ SECURED ONLINE PAYMENT BY VISA OR MASTERCARD (THE LINK WILL BE SENT BY EMAIL)
- ☐ WIRE TRANSFER

**\*THE TIMEFRAMES ABOVE CAN NEVER BE GUARANTEED** (SEE TERMS AND CONDITIONS BELOW)

## Terms and conditions

The above program fees include a handling fee of €100 and your SEVIS fees (€200). All reimbursement requests must be sent by email to Parenthèse who will apply the following conditions:

- **The €100 handling fee is non-refundable, regardless of the reason or date of cancellation.** Should you cancel your application prior to having settled your program fees, **the €100 handling fee will be due to Parenthèse.** However, the fee will be credited towards a future application, should you decide to reapply at a later date.
- The SEVIS fee (€200) is only refundable if your documents have not yet been issued by CIEE at the time of your cancellation request.

In **addition**, cancellation fees will be applied as specified below:

### Cancellation prior to departure date

- €350 for any cancellation request before departure but after DS-2019 issuance (return of original DS-2019 is mandatory). This fee is reduced to €200 when the cancellation is due to a visa refusal (the refusal letter from the embassy will be required).

### Cancellation after departure date

- No refund will be given for cancellation requests received after departure.

### Reimbursement of acceleration or expedited fee

- The acceleration or expedited fee will only be refunded if the turnaround time is not respected due to an error or negligence on the part of Parenthèse or CIEE. Should the timeline not be respected due to the employer, there will be no refund.

Date \_\_\_\_\_

Signature: \_\_\_\_\_