



## INTERNSHIP APPLICATION FORM

Dear candidate:

In order to start the application for the USA program Spain Internship needs to have some information about your profile. Please take a moment to provide the following information:

Please Note: All information in this application is preliminary and subject to change upon signing final contract between Host Company and applicant. Applicant will be notified, if any changes should occur.

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**First Name:**

**Middle Name:**

**Family Name:**

**Gender:**

**Date of Birth:**

**Country of Birth:**

**Country of Permanent Legal Residence:**

**Country of Citizenship:**

**Passport / ID number:**

**Current Contact Information:**

**Phone:**

**Email:**

**Skype ID:**

**Address:**

**City:**

**State / Province / Region:**

**Postal / Zip Code:**

**Studies:**

**Finished by/Will finish by:**

**Name of University Institution/College**

**Field of Study:**

**Work/Internship experience:**

**Languages:**

**Desired Length of Program**

**Internship/Training Start Date:**

**Internship/Training End Date :**

**Internship/Practical Training Field:**

**Internship requirements:**

## SPAIN INTERNSHIP SERVICE DESCRIPTION AND CLAUSES.

### PROGRAM APPLICATION PROCESS

1. Application – Send the completed application form, copy of candidate's passport and resume.
2. Program Registration fee – To confirm registration, Spain Internship collects the application fee from student. The registration deposit is 300€.
3. Skype Admittance Consultation – Candidate will partake in a Skype consultation with our agency partner in the USA. Spain Internship will receive the report with the result of the consultation.
4. English Level Assessment – In order to participate in this program the candidate must have an intermediate English level.
5. Internships proposal.
6. Final Payments
7. Visa Application – The student applies for a student Visa at the embassy. The student will support while the application process. Visa application is a process which takes on average around 6-8 weeks. First is DS 2019 form application (Certificate of Eligibility), which takes about 5-6 weeks. Once candidate has it, he is able to make an appointment for J1 visa. It's not possible to make a visa appointment without DS 2019 form number. Embassy interview itself goes fast and usually can be done within a week.
8. Arrival – Candidate arrives in USA and attends orientation at the agency partner.
9. Placement Process

### PRICES

The price for each program is available in the price list:

Basic Package: Internship/Training Placement+ Form DS2019 (the major part of the J1 visa application)  
The registration fee is 300€ (For Spain Internship)

2-6 months - 1.800€ (Registration fee not included).

7-12 months - 2.200€ (Registration fee not included).

Insurance - \$95/m

Costs not included: accommodation, flights or sevis fees.

### VISA

In case of refusal or rejection of a visa application by US Consulate Spain Internship will refund your

DS 2019 application fee partially (subject to terms and conditions of the visa sponsoring organization)

- the applicant is denied the J-1 Visa by a U.S. consulate or embassy with jurisdiction over the applicant's place of permanent residence;
- the applicant has not violated U.S. law and/or visa regulations;
- The agency partner receives the original DS-2019 Form that was issued to the applicant;
- the refund request is received no more than 6 months after the scheduled beginning of the J1 training/internship program.

In case of visa denial we could refund:

500€ for 2-6 months duration

600€ for 7-12 months duration

### **Payment**

The full fee is payable upon signing of Internship Agreement with host company.

### **Cancellation**

- If the participant cancels after placement confirmation, he/she is obliged to complete the payment, as Spain Internship has already provided its service successfully. Has he/she paid the balance already, this will be retained.
- Substitute participants are not permitted because Spain Internship provides personalized Internship/Training placement.
- Violation of the program term and conditions can lead to contract cancellation by Spain Internship without any refund.

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Recipient: THE STUDENT MOBILITY SLU  
PELAY CORREA 83, LOCAL 1 41010, Sevilla Spain  
Account information: Account number IBAN: ES41 0049 1441 09 2210029566  
BIC: BSCHEMXX  
Name of the bank: Santander Bank  
Address: Lope de Rueda, 108 BAJO, Málaga.  
Provincia: Malaga

Put your own name in the message field. You can also pay the administration fee through PayPal (a transfer cost will be added).

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Student Name

Student Signature

Date