

此為填寫說明，請務必依自己實際狀況照實填寫，請勿抄襲。請勿留空格 (除不必填寫以外)，均為必填。



WORK & TRAVEL USA APPLICATION

A Cultural Exchange Program

不必填寫

為了避免手寫造成資料不清楚，請在電腦上編輯 (先確認電腦是否有軟體可編輯，若不行請列印手寫，請勿自行轉檔)。

請以**英文**填寫，並按照格式規定填寫，列印黑白或彩色均可。

PLEASE FILL IN FORM USING ALL CAPITAL LETTERS.

DEPARTURE AND RETURN DATES 抵達和離開美國的日期為預計日期，實際日期依之後提供的電子機票為主。

Arrival Date in U.S. (DD/MM/YYYY): 西元 日 / 月 / 年 預計抵達美國日期：計畫規定最早可以進入美國日期為開始工作日前 **5** 天

DS-2019 Start Date (DD/MM/YYYY): 西元 日 / 月 / 年 聘任同意書 (JOF) 上之工作開始日期，請依聘任同意書上填寫

DS-2019 End Date (DD/MM/YYYY): 西元 日 / 月 / 年 聘任同意書 (JOF) 上之工作結束日期，請依聘任同意書上填寫

Date of Departure From U.S. (DD/MM/YYYY): 西元 日 / 月 / 年 預計離開美國日期：須在工作結束日期當天算起 **30** 天內離開

你的個人資料

PERSONAL DETAILS (Print exactly as they appear on your passport. Please include a copy of your passport's ID page with your application.)

Last Name: 護照 姓 拼音

Middle Name: 不必填寫

First Name: 護照 名 拼音

Gender: ☐ Female ☐ Male

Date of Birth (DD/MM/YYYY): 西元 日 / 月 / 年

City of Birth: 例：TAIPEI

Country of Birth: 例：TAIWAN

Country of Citizenship: 例：TAIWAN

Country of Study: 例：TAIWAN

Country of Legal Residence: 例：TAIWAN

Passport Number: 護照號碼

Passport Expiration Date (DD/MM/YYYY): 西元 日 / 月 / 年

你的連絡資訊

CONTACT INFORMATION (Permanent home address)

Home Mailing Address: 請填永久地址，外籍生請填自己國家居住地址

Postal Code: 郵遞區號

City: 城市

Country: 國家

Phone Number (Country code - City code - Number): 例：+886-2-23640228

Mobile Number: 例：+886-912345XXX

Email (Mandatory): 一定要填

緊急連絡人資訊，請填你的父或母或法定監護人

EMERGENCY CONTACT

Last Name: 姓 拼音

First Name: 名 拼音

Relationship to Participant:

Address: 地址

Postal Code: 郵遞區號

City: 城市

Country: 國家

Phone Number (Country code - City code - Number): 例：+886-2-23640228

Mobile Number: 例：+886-912345XXX

Email: 如無，可不必填寫

若你之前拿過 J-1 簽證，請勾選 YES，並填寫以下資訊；如果沒有請勾選 NO，不用填寫資訊

PREVIOUS VISAS (If you have previously received more than one J-1 Visa, please use an additional sheet of paper to provide the same information as below for each one.)

Have you ever received a J-1 Visa to enter the USA? ☐ Yes ☐ No If yes, how many?

If yes, please complete the following for each previous J-1 Visa:

Name of Program:

Program Number:

Name of Sponsoring Organization:

City:

State:

Dates of Previous DS-2019 Form: From (DD/MM/YYYY):

To (DD/MM/YYYY):

如果你有拿過一個以上的 J-1 簽證，請拿 A4 紙，逐一寫下以上資訊 (根據你的簽證資訊)

請勿留空格，均須以英文填寫



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Date (day/month/year):

OTHER VISA INFORMATION 美國簽證資訊及其他，請依照自己實際狀況照實填寫

Have you ever been denied entry into the U.S.? ☐ Yes* ☐ No

Have you ever applied for a visa to immigrate permanently to the U.S.? ☐ Yes* ☐ No

Have you ever been refused a visa by a U.S. Embassy? ☐ Yes* ☐ No

Have you ever been arrested and/or convicted of a crime in your home country? ☐ Yes* ☐ No

Have you ever been arrested and/or convicted of a crime in the U.S.? ☐ Yes* ☐ No

*If you answered Yes to any of these questions, please contact your CIEE Representative.

UNIVERSITY/COLLEGE 學校資訊

Name of Institution (e.g., university, polytechnic): 學校英文全名

City: 城市

Major Field of Study: 就讀科系全名

What is the course length of your major field of study (in years)? 你的科系須就讀幾年

How many full semesters of university study have you already completed? 你目前已完成幾個學期（有學期成績才算一個學期）

How many years of university study will you have completed by the time of your departure to the U.S.? 前往美國時，已完成幾年學業

Will you be a full-time university student at the time you leave for the U.S.? ☐ Yes ☐ No 前往美國時，是否為全職學生，請勾 YES

Will you be a full-time university student when you return to your country of residence? ☐ Yes ☐ No 回國時，是否為全職學生

PROOF OF STUDENT STATUS (This section must be completed by an official from your educational institution. If your educational institution will not sign this form, you must attach an official letter in English on university letterhead verifying this same information.)

Option A: Student Not in Final Year of Study

☐ I certify that the named student has, as of this date, successfully completed at least one semester (or equivalent) of post-secondary academic study, is registered in our institution as a full-time student for the current academic year, and is returning to full-time studies in the semester following the program. Additionally, I certify that in order to continue his/her studies, this student will be taking classroom-based courses requiring his/her physical presence in the country in which our institution is located.

Option B: Student in Final Year of Study

☐ I certify that the named student has, as of this date, successfully completed at least one semester (or equivalent) of post-secondary academic study, is registered in our institution as a full-time student and is expected to graduate from our institution at or before the end of the academic year.

Name of Student:

Name of the Official Signing the Form:

Title:

Signature:

School Seal/Stamp:

Date (DD/MM/YYYY):

☐ See additional proof of student status documents attached.



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ENGLISH LANGUAGE ABILITY (This section must be completed by an English teacher.)

Oral English Ability 1 ☐ Beginner 2 ☐ Intermediate 3 ☐ Advanced

Written English 1 ☐ Beginner 2 ☐ Intermediate 3 ☐ Advanced

Listening Comprehension 1 ☐ Beginner 2 ☐ Intermediate 3 ☐ Advanced

Additional comments about the student's knowledge of English and his/her ability to function in an English speaking workplace:

此部分不必填寫

Name (Please Print):

Name of Educational Institution (Please Print):

Signature:

Date (DD/MM/YYYY):

APPLICANT PERSONAL STATEMENT

Explain why you want to participate in the Work & Travel USA program.

填寫字數至少 3 行以上，寫太少會被退件，不能寫賺錢

How do you think your life in the United States will be similar to or different from your life at home?

填寫字數至少 3 行以上，寫太少會被退件。

During your time in the United States, please explain what you hope to:

此題答案不得有以下項目： 此題不是填充題，請寫句子並與美國有關。
每小題長度須與範例長度相同！！

1. 不能參加 Party，Party 不算是文化交流

2. 不能寫參加萬聖節、感恩節和聖誕節，這些假日已超過計畫日期

3. 不能體驗危險活動 (例如：高空彈跳、沙發客、搭便車)，危險活動不是美國文化

● 請同時參考資料下載區英文申請表上第三頁的 Application Personal Statement 常見錯誤作填寫

APPLICANT DECLARATION OF INTENT 請仔細閱讀以下說明，並列印出來，在下方簽名處親筆英文簽名

I understand the objectives of the CIEE Work & Travel USA program as a U.S. Department of State authorized Exchange Visitor Program. I attest that I am applying for this program with the intent to participate in American cultural activities and to interact with American citizens. I will, to the best of my ability, participate in any cultural activities arranged by CIEE or my employer, and will actively seek out opportunities to interact with Americans and participate in cultural activities independently. I understand that failure to uphold the intent of this cultural exchange program and comply with program rules and regulations could result in the withdrawal or termination of my J-1 visa status, which would require my immediate return home.

Applicant's Name (Please Print): 依照護照姓名英文拼音填寫

Applicant's Signature: 列印出來，本人親筆英文簽名，須與護照相同 Date (DD/MM/YYYY): 西元 日 / 月 / 年



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MEDICAL HISTORY 個人醫療史

Have you ever been hospitalized? ☐ Yes ☐ No

If yes, please explain:

是否曾經住院治療過，如果有，請簡述。

Have you ever been advised to have surgery which has not been done? ☐ Yes ☐ No

If yes, please explain:

是否有還未進行的手術，如果有，請簡述。

Have you ever consulted a neurologist, psychiatrist, psychologist, or any other specialist in nervous or emotional disorders? ☐ Yes ☐ No

If yes, please explain:

是否曾經因緊張或情緒上障礙，諮詢過神經科、身心科、心理諮商師或這方面的專家，如果有，請簡述。

When, and for what reason, did you last consult a physician?

請描述上一次就診的時間及原因；如果沒有，請寫 NONE。(感冒無須填寫，請寫 NONE)

What diseases, ailments, or injuries have you had in the last year?

過去一年，是否有任何疾病或受傷；如果沒有，請寫 NONE。

Please mention any allergies, the severity of the allergy, and indicate if and how they are currently being treated.

如果有過敏，請描述過敏程度及治療方式；如果沒有，請寫 NONE。

Do you have any physical limitations? ☐ Yes ☐ No

If yes, please explain:

是否有任何肢體上的障礙；如果有，請簡述。

Please indicate any medication you are currently taking and the purpose of using these drugs.

(Note: A supply of medication should be taken in clearly labeled containers indicating the drug's generic name.)

請描述最近是否有服用任何藥物及服用原因；如果沒有，請寫 NONE。(感冒藥無須填寫，請寫 NONE)

If you are allergic to any drugs or medications, please list them here.

如果有藥物過敏，請在此註明；如果沒有，請寫 NONE。

Please indicate any other pertinent medical information that may have been omitted. (such as abnormal blood pressure, weight problems, etc.)

如果有其他須註明的醫療狀況，請在此註明，例如：高血壓；如果沒有，請寫 NONE。

PRIVACY, HIPAA, AND CONFIDENTIALITY RELEASE FORM

有關計畫醫療保險，請你全部勾選並簽名
讓 CIEE 在你保險上有問題時能夠協助你

此為計畫規定的醫療保險，每位同學在美國期間都有當地醫療保險，基於美國隱私與保護法相關法令規定，有關個人資料與醫療保險的個人資料，未經本人授權不得提供給任何單位，即使是你的緊急連絡人也不行。如果你在美國使用到醫療保險時，願意讓 CIEE 保險人員協助你，請詳讀後並在你同意授權的部分勾選。

空格前填上你的護照姓名英文拼音縮寫。

(例如：護照姓名：TSUNG-WEI YANG，請填上 T.W.Y，請依照個人姓名第一字母縮寫填寫)，並在後面框框打勾

I give CIEE permission to release any or all of the following information as appropriate in the event of a medical condition.
(Please initial and check each box.)

Initial: 姓名縮寫並打勾 ☐ All financial and claim information related to medical bills or Claimant's Statement and Authorization.

Initial: 姓名縮寫並打勾 ☐ Provider name, date of service, total charge, total paid, and date of payment.

Initial: 姓名縮寫並打勾 ☐ Insurance ID number and/or social security number.

Print Patient Name: 依照護照姓名英文拼音填寫

Signature of the Patient, Adult Parent, or Guardian: 列印親筆英文簽名，須與護照相同 Date (DD/MM/YYYY): 西元 日 / 月 / 年

以下 5-6 頁內容為計畫規定，務必詳讀並了解後簽名。

可下載 2017 WAT Terms and Conditions 中文版參考用。中文版僅供參考，請以英文原版為最後解釋。

CONTRACTUAL TERMS AND CONDITIONS/PARTICIPANT DECLARATION

This form includes Terms and Conditions and releases CIEE (Council on International Educational Exchange) from liability. It must be signed by all participants. I agree that the following terms and conditions are binding on me and my adherence to them is imperative.

Applicant Responsibilities

- The applicant agrees that all the information provided in the application is true to the best of his/her knowledge, and acknowledges that any false or misleading information may lead to immediate dismissal from the program.
- The applicant acknowledges the aims and objectives of the CIEE Work & Travel USA program as a U.S. Department of State authorized Exchange Visitor Program, with the purpose of providing qualified students with cultural exchange opportunities in the United States.
- The applicant is responsible for considering his/her personal health and safety needs when applying for or accepting a place on the program. If the applicant suffers from any health or other condition that would create a risk for him/her while abroad, he/she should not apply.
- The applicant agrees to pay all fees in accordance with the requirements of the CIEE Representative through whom he/she is submitting an application.
- The applicant is responsible for submitting all requested documentation to the CIEE Representative in a timely fashion for visa processing. CIEE cannot be held responsible for any additional costs incurred (including the cost of rebooking or canceling a flight) by the applicant due to delays in submitting documentation, verifying employment, or delays caused by the U.S. Embassy in processing visa applications, scheduling a visa interview, issuing a visa, or visa denial.
- Each applicant must pay the local visa fee to the U.S. Embassy. Applicants are responsible for any additional fees that might apply at the U.S. Embassy or Consulate in the country where they are applying for the visa, as well as the government SEVIS fee collected as part of the application.
- All applicants must attend an interview and complete language screening in order to participate on the program.

Participant Responsibilities

- The participant understands that he/she is expected actively to participate in American cultural activities during the program. The participant agrees to make a good faith effort to seek out and participate in American cultural activities, and to interact with American citizens. CIEE will provide access to online learning and information about life in the U.S. Depending on timing and location, CIEE will provide opportunities to attend Connect USA events. Depending on timing, participants may be able to apply for the CIEE Civic Leadership Summit. The participant understands that complete information about cultural exchange opportunities will be made available at a later date.
- The participant confirms that he/she has reviewed the complete program pricing information provided and fully understood the costs of the program before paying a non-refundable deposit.
- The participant understands that he/she is expected to and must return home at the end of the program.
- Any Work & Travel USA participant who is withdrawn or terminated from the program will be required to return home at his or her own expense. A terminated participant also loses his/her legal right to remain in the U.S. Termination may negatively impact the participant's ability to obtain future U.S. visas.
- The participant is responsible for reading and carefully considering all materials made available that relate to safety, health, legal, environmental, political, cultural, and religious customs, and conditions in the U.S. Each participant must take full responsibility in the event that laws, regulations, or customs are broken, regardless of foreknowledge.
- Each participant is required to complete a CIEE Orientation.

- It is the responsibility of the participant to exercise due care once in possession of the legal documentation (DS-2019) and visa. The cost of replacing these items must be borne by the participant.
- The participant must supply CIEE with the name and contact details for an emergency contact, to be contacted in the case of emergency. These details must be included on the application form.
- The participant is responsible for all of his or her acts along with any loss or damage resulting therefrom while on the program. The participant agrees to indemnify and hold harmless CIEE and any other party who or which has suffered a loss to any person or property caused by reason of the participant's conduct.
- All travel before, during, and after the program is at the participant's own risk. Any participant who chooses to operate motorized vehicles is responsible for obtaining the necessary license, permission, and insurance and does so at his/her own risk.
- The participant agrees to comply rigorously with the monitoring schedule set up by CIEE. The participant agrees to respond in a timely manner to any CIEE communication requiring a response. Failure to comply with the CIEE monitoring schedule will result in the participant's J-1 Visa program being terminated, which may negatively impact the participant's ability to obtain future U.S. visas.
- The participant must have at least US\$800 with him or her upon arrival in the U.S. in order to support himself or herself in the U.S. until he or she receives his/her first paycheck. The participant understands that wages might not cover the entirety of program and living expenses and that he/she should have access to additional personal funds.
- If, during the course of the program, the participant is evicted from housing, or is warned in writing that they are at risk of eviction, as a result of the participant's behavior, partying, excessive noise, overcrowding, or other housing violations, this will be considered a violation of CIEE program rules. CIEE reserves the right to revoke his/her legal sponsorship, which will result in the withdrawal or termination of his/her program.
- If, during the course of the program, the participant encounters any difficulties with safety, health, job, or housing, including charges or fees for housing, sanitary conditions, overcrowding, etc., or any other problem, the participant must notify CIEE as soon as possible by phoning CIEE at 1-888-268-6245 (available 24 hours a day, 7 days a week).
- Participants on Work & Travel USA are required to comply with all U.S. Government visa and immigration requirements, including the SEVIS tracking as follows: a) notification of arrival in the U.S. to CIEE within 10 days of DS-2019 start date; b) providing a valid address, email address, and phone number upon arrival at U.S. employer; c) notification to CIEE of any change in U.S. home address, phone number, and/or email address within 10 days of change. Failure to comply with these requirements will result in the participant's J-1 Visa program being terminated.
- Participants on Work & Travel USA are required to comply with all CIEE program rules, as listed in these program terms and conditions. If a participant violates any CIEE program rules, CIEE reserves the right to revoke his/her legal sponsorship, which will result in the withdrawal or termination of his/her program.
- Participants on Work & Travel USA are required to comply with all U.S. laws while inside the United States. If a participant violates any U.S. law, CIEE reserves the right to revoke his/her legal sponsorship, which will result in the withdrawal or termination of his/her program. A terminated participant also loses his/her legal right to remain in the U.S.

Employment or Job-Related Conditions

- Employment is typically in the hospitality or tourism industries. Participants typically work an average of 32-40 hours per week and are paid at least the federal minimum wage. Housing, food, and certain transportation costs are typically not included as part of compensation for work but may be deducted from your salary. Wages might not cover the entirety of program and living expenses.
- All employment, including second jobs, must be vetted and approved by CIEE prior to work commencing. CIEE reserves the right to deny any job according to the current and/or anticipated rules, regulations, and intent of the J-1 Exchange Visitor program. All jobs must be seasonal in nature and not displace year-round American workers. Employment that does not allow for meaningful cultural exchange with Americans is not permitted. Relevant factors include the job duties, workplace, geographical location, work schedule, and hours per week. Prohibited jobs include, but are not limited to, au pair, childcare provider, teacher, teaching assistant, camp counselor, pedicab operator, ship or aircraft crew member, jobs involving sustained physical contact with other people, medical staff having patient contact, jobs involving driving a vehicle, jobs in gaming/gambling, jobs in manufacturing, jobs involving controlled hazardous substances, and jobs identified as hazardous to youth by the U.S. Department of Labor. Jobs in private households are not permitted. Jobs in the adult entertainment industry are not permitted, including but not limited to escort services, adult book/video stores, massage parlors, and strip clubs. Jobs with traveling concessions are not permitted. Jobs requiring shifts that are more than four hours between 10:00pm and 6:00am are not permitted. From time to time the list of prohibited jobs is updated. More information is available on the CIEE Work & Travel USA website, ciee.org/work-travel-usa.
- Under no circumstances are job positions guaranteed. Even in the case when an employer represents that a job is being held, this does not constitute a binding contract that the job will be available when the participant arrives. The employer's commitment is one of good faith only.
- If the participant does not have sufficient English skills and/or does not arrive on time and/or has misrepresented any statement in the application, the job offer may be revoked.
- If the participant does not meet his or her contractual obligations to the employer or with CIEE, CIEE may at its sole discretion withdraw or terminate sponsorship of the participant.
- Participants must work for the employer listed on their Job Offer Form (JOF). If, for any reason, a change of employer becomes necessary, participants must contact CIEE and obtain written approval BEFORE changing jobs. If a participant leaves his/her employment without the prior written approval of CIEE, or engages in employment without the prior approval of CIEE, CIEE reserves the right to revoke his/her legal sponsorship, which will result in the termination of his/her program and his/her legal right to remain in the U.S.
- Participants on Work & Travel USA are required to maintain communication with their employer prior to arrival, notify them in advance of their arrival and departure dates, and advise them of any changes to their travel itinerary due to visa delays or any unforeseen circumstances.
- Due to weather conditions, or other factors beyond CIEE's control, some jobs have uncertain start dates and hours of work, and employment may become unavailable. CIEE and your representative are not responsible for the participant's expenses due to these factors, financial difficulties of the employer, or any other reason not under the direct control of CIEE and your representative.
- Participants are solely responsible for their own conduct and well-being both on and off the job. CIEE cannot and does not monitor the participant's personal conduct,



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subject, however, to the requirements of these Terms and Conditions. All participants must follow all United States, state, and local laws and regulations, and are subject to financial penalties, deportation, and/or incarceration for breaking laws.

34. If a CIEE-sourced job position is no longer available, through no fault of the participant's own, after a signed JOF has been issued to the participant, or if for any reason CIEE deems it necessary to relocate a participant from a CIEE-sourced job either before the job commences or at any time during the job period, CIEE will assist the participant in finding another position, but CIEE makes no guarantee with respect to being able to do so. Nor does CIEE make any representation that it will be able to find work for the participant in the same geographical area or the same type of work or pay as the original CIEE-sourced job.
35. In the case of a change of job or of premature termination of job, or if the employment is terminated before the end of the program for any reason, or if the participant decides to return home early, no fees will be refunded.
36. If a participant is fired from his or her job for violation of employer policies, including, but not limited to, his/her failure of a company-required drug test at the commencement of or anytime during employment, he or she may be withdrawn from the program with no refund of program or CIEE Job Service fees.
37. If the participant's original job ends before the legal working dates listed on the DS-2019 for any reason, it is the participant's responsibility to inform CIEE and get approval for any new job.

Responsibility

38. This English language version of the Contract is the binding contract between the participant and CIEE.
39. CIEE makes no presentation or warranty of any kind, expressed or implied, as to the suitability of the program for any participant, and CIEE disclaims all such warranties to the full extent of the law.
40. The conduct of the Work & Travel USA program is subject to U.S. government approval and may change without notice.
41. The participant understands that perceived or actual epidemics (such as, but not limited to, SARS or bird flu) can seriously delay, disrupt, interrupt, or cause the cancellation of entire programs. The participant agrees to assume all risks and losses (including financial) that result from any such occurrence.
42. CIEE does not own or operate any entity that is to or does provide goods or services for the program including, for example, arrangements for or ownership or control over houses, apartments, or other lodging facilities, airline, vessel, bus, or other transportation companies, food service or entertainment providers, etc. All such persons and entities are independent contractors. As a result, CIEE is not liable for any negligent or willful act or failure to act of any such person or entity, or of any third party. Without limitation, CIEE is not responsible for any injury, loss, or damage to person or property, death, delay, or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God, force majeure, acts of war, or civil unrest, insurrection or revolt, strikes or other labor activities, criminal or terrorist activities, or the threat thereof of any kind, overbooking or downgrading of accommodations, structural or other defective conditions in houses, apartments, or other lodging facilities (or in any heating, plumbing, electrical, or structural problem therein), mechanical or other failure of airplanes or other means of transportation, or for any failure of any transportation mechanism to arrive or depart timely or safely, dangers associated with and/or bites from domestic

or wild animals, pests or insects, sanitation problems, food poisoning, disease, epidemics, or the threat thereof, lack of, access to, or quality of medical care, difficulty in evacuation in case of medical or other emergency, or for any other cause beyond the direct control of CIEE. In addition, participant releases CIEE from its own negligence.

43. CIEE reserves the right, but is not obligated, to provide participants with information CIEE deems useful to program participants, including but not limited to tax, travel, and related services.
44. CIEE retains the right, in its sole discretion, to contact participant's school, parents and/or guardian with regard to health issues or any other matter whatsoever which relates to participant or participant's program. These rights transcend any and all privacy regulations that may otherwise apply.

CIEE Program-Related Conditions

45. CIEE reserves the right to refuse sponsorship of any applicant that CIEE deems not to meet the program eligibility requirements or any applicant that CIEE does not deem appropriate to accept in the general interests of the program. In the event that CIEE refuses an applicant acceptance on the program, any refund will be made via the CIEE Representative through whom the original application was submitted.
46. Participation on the program begins when the participant legally enters the U.S. and, subject to this contract, terminates on the day of departure from the U.S. (within the legal program dates). Participation on the program will end a maximum of five months from arrival in the U.S. Participants can arrive five days prior to their DS-2019 start date and remain in the U.S. up to 30 days beyond their DS-2019 end dates as long as their total stay in the U.S. does not exceed five months. Participants must return to their home country in time for the start of their university classes.
47. CIEE may issue a DS-2019 Form if a participant meets the Work & Travel USA program requirements, but cannot guarantee that the U.S. Embassy or Consulate in a participant's country of residence will issue a J-1 Visa.
48. Once a participant has commenced his/her travel to the U.S., CIEE cannot amend the program dates as listed on the DS-2019 for any reason. It is the participant's responsibility to check prior to travel that the dates are correct.
49. Individuals who have recently held a J-1 Visa for the U.S. may have to remain in their home country for a minimum of 90 days before CIEE can issue a DS-2019 for Work & Travel USA. Please contact your local CIEE Representative and local U.S. Embassy for details.
50. Insurance is provided for the dates confirmed by CIEE, by the CIEE insurance provider, as a mandatory part of the CIEE program for each applicant. It is the responsibility of each participant to purchase further insurance should he or she extend his or her period abroad for any reason. CIEE cannot be held responsible for any insurance claim in the event that a participant has failed to secure adequate insurance.
51. Under the U.S. government's Health Insurance Portability and Accountability Act (HIPAA), CIEE is restricted in its access to certain medical information or records in the event that a participant has an accident in the U.S. In order for CIEE to assist participants to the fullest extent possible with any insurance-related issues, CIEE must have a signed Privacy and Confidentiality Release Form from the participant which form waives the HIPAA confidentiality obligations. This form is optional and the participant can choose whether or not CIEE is granted access to this information. This release form and additional information about the HIPAA requirements are included as part of the Work & Travel USA application

package. If you did not receive this information or release form, please contact your CIEE Representative.

52. All exchange visitors also may be subject to the requirements of the Affordable Care Act.
53. CIEE reserves the right to dismiss from the Program any participant who is deemed by CIEE to be a danger to himself/herself or others or whose conduct is deemed to be detrimental to the Program. In the event of such a dismissal, CIEE shall not be held responsible for any airfare, charges or any other expense incurred by the participant, and shall not be required to return any fees paid by the participant.
54. CIEE reserves the right to utilize publicly available information, including social media, that has not been directly provided by the participant. Information obtained through these means can be used as a basis for withdrawal, denial of a job offer, and/or any decisions made by CIEE affecting the participant's program.
55. Once the participant has departed from the U.S., there will be no refund should the participant leave the program. There will also be no refund should CIEE withdraw sponsorship.
56. The participant agrees to notify CIEE if he or she completes his or her program early and departs the U.S. prior to the end date listed on his or her DS-2019 Form.
57. CIEE and your representative do not provide housing. If the participant's employer provides housing, it may be on a first-come, first-served basis. The participant must notify CIEE if he or she has any concerns regarding the safety and/or suitability of the housing provided by his or her employer. If the participant arranges housing independently, he/she agrees to use his/her best judgment in securing housing that is safe and suitable. Housing arrangements that involve overcrowding and/or hot-bunking (multiple individuals using one bed and sleeping in shifts) are strictly prohibited. If the participant has any doubt about the suitability of his/her housing, he/she must notify CIEE immediately.
58. If CIEE deems, in its sole discretion, or if it is advised by the State Department that a participant's housing and/or work placement is unsafe or unsuitable, participant agrees to cooperate fully with CIEE to relocate to new housing and/or work placement without delay. Failure to cooperate may result in action by CIEE up to and including termination of a participant's program and requiring the participant to return home immediately.
59. CIEE may provide the participant's contact information to third parties who often provide useful services to exchange program participants. Third parties receiving this information will be required to provide the participant the opportunity to opt out of further communications after the first contact.
60. The participant gives CIEE permission, without the payment of consideration, to use any written, photographic, or video images of himself/herself in the course of reporting on and/or promoting CIEE programs.

Binding Arbitration

61. The participant agrees that any dispute concerning, relating, or referring to the JOF, to the Work & Travel USA Application, to any other literature concerning the program, or the program itself shall be resolved exclusively by binding arbitration in Portland, Maine, according to then-existing commercial rules of the American Arbitration Association. Such proceedings will be governed by substantive (but not procedural) Maine law. The arbitrator and not any federal, state, or local court or agency shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, enforceability, conscionability, or formation of this contract, including but not limited to any claim that all or any part of this contract is void or voidable.

I confirm that the statements contained in this application form are accurate to the best of my knowledge, and I understand and accept the Terms and Conditions.

Participant's Name: 依照護照姓名英文拼音填寫

Participant's Signature: 列印出來，本人親筆英文簽名，須與護照相同

Date (DD/MM/YYYY): 西元 日 / 月 / 年



WORK & TRAVEL USA APPLICATION

A Cultural Exchange Program
Summer 2017

Name of CIEE Representative:

Cou

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Rep

Date (day/month/year):

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FEE DISCLOSURE (FEES THAT WILL BE COLLECTED BY THE CIEE AGENT, CIEE OR THE U.S. GOVERNMENT)

Fee	Amount (Please specify currency: USD)	Inclusions
Program fee	\$1,575	- Application fee - Agent support pre-departure - U.S. Sponsor support - Orientation - Insurance Plan (for policy details visit www.ciee.org/insurance) - Screening for program - English eligibility test - Administrative costs - Translation of documents
SEVIS fee	\$35	- U.S. government administrative cost
Visa interview fee	\$160	- U.S. government administrative cost
Promotion	N/A	- Discount
Placement fee	N/A	- All costs related to finding a placement
Expedite fee	\$200	- Expedited forms and/or application review
Housing fee	N/A	
Transportation fee	N/A	
Other services	N/A	
Total fees (excluding airfare)	\$1,770	
Flight (estimated cost)	\$1,500	- Round-trip airfare (this is the typical cost – actual price will depend on destination and dates selected)

Cancellation Policy:

1. Application fee is non-refundable. 2. The first part of program fee is refundable to applicants who do not pass the CIEE Taiwan screening process including an English interview. 3. Regarding the first part of the program fee, the refund policy is listed in detail below:
"Students will receive full refund of the first part of the program fee if there is no job placement made." "There will be no refund for students who already obtained an interview opportunity but failed to attend the interview event for personal reason."
"The first part of program fee is non-refundable to participants with a job placement."
4. After the job is secured, if a participant decides to cancel the program, the second part program fee, USD1200, will be refunded in accordance with the following conditions:
(1) After CIEE Taiwan has sent out the DS-2019 application or the DS-2019 has been issued, 50% of the second part program fee will be refunded. *CIEE Taiwan will send out the application 3 days after received the full application materials.
(2) If J-1 visa has been issued to the participant or cancellation is made two weeks before program start date, 30% of the second part program fee will be refunded. (3) Less than 2 weeks before the program start date or after arrived in the U.S., there will be no refund.
5. The government SEVIS fee is not refundable after the DS-2019 has been issued.

Other program costs and pricing notes:

N/A

PARTICIPANT FEE AGREEMENT

I verify that I was provided with a copy of the CIEE Work & Travel USA application, which includes the full terms and conditions for the program. I confirm that I have reviewed the complete pricing information in this document and fully understood the costs of the program before I paid a non-refundable deposit. I understand that wages might not cover the entirety of program and living expenses and that I should have access to additional personal funds.

Except as specifically modified herein, the terms of the CIEE Work & Travel USA application I previously signed remains in full force and effect.

Name Printed: 依照護照姓名英文拼音填寫

Signature: 列印出來，本人親筆英文簽名，須與護照相同 Date (DD/MM/YYYY): 西元 日 / 月 / 年