

Program Application & Terms and Conditions

TO BE COMPLETED BY THE **APPLICANT** (print in black ink)

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Program Application: please tick relevant box/es

Internship & Trainee USA Programs

Internship USA (INT USA)

Trainee USA (PCT USA)

Work & Travel USA Programs

Summer Work & Travel USA - 4 months (WAT USA x 4)

Work & Travel USA - 12 months (WAT USA x 12)

Comprehensive Insurance Upgrade
(Standard Insurance included in program fee)

Early Bird Discount (A \$250 Early Bird Discount is available for all WAT USA x 12 applications received at least 5 months prior to the scheduled departure date)

Personal Details

Last Name *(as per passport)* _____

First Name *(as per passport)* _____

Address _____

Suburb _____

State _____ Postcode _____

Acceptance into Program

Consideration of the application will only be made after receipt of the fully completed application form and payment of the required deposit. The applicant will be formally accepted into the program only after:

1. Student Placement Australia Pty Ltd has determined that the application meets all requirements for the nominated program.
2. The sponsoring organisation in the US, Council on International Educational Exchange (CIEE), has reviewed and accepted the application.

Included in the Program

The legal sponsorship necessary to obtain your J-1 visa

Assistance with obtaining your visa (you must pay the visa related costs)

Advice on jobs, housing and transport

Program Handbook providing tips on working and travelling around the US

24/7 help line on a toll-free number whilst in the US

Travelex Visa Cash Passport Card

International calling card

Medical and baggage insurance cover for the duration of your stay

GST

If you purchase a specially discounted airfare from our travel provider you will also receive:

Free International Student Identity Card (ISIC) or International Youth Travellers Card (IYTC) if eligible, which entitles you to discounts on entertainment and travel while you are overseas

Free password protected 'Web wallet' which allows you to keep track of your budget and itinerary and store important information like credit card and passport numbers, etc.

Not Included in the Program

Round trip transportation to the US, passport and visa fees, SEVIS fee, all items of a personal nature including expenses for entertainment, meals, transportation to and from your employment, housing, insurance for trip cancellation or trip interruption.

Eligibility Criteria

Applicants must meet all eligibility criteria as set down by CIEE and Student Placement Australia Pty Ltd. In general these include:

1. **INT USA** - open to full time students over 18 years of age who are currently enrolled at university or TAFE or who have graduated within the past 12 months.
2. **PCT USA** - open to young professionals between 20 - 40 years of age who are recent graduates with at least 1 year related work experience or who have 5 years of related practical work experience.
3. **WAT USA x 4** - be between 18 and 30 years of age and be registered as a full time student on a course of study of at least 2 years duration at a university or TAFE.
4. **WAT USA x 12** - be over 18 years of age and a full time student at a TAFE or university who has completed at least their first year of studies or who has graduated from such an institution within the past 12 months.

Applicants must familiarise themselves with all the relevant eligibility criteria as outlined on our web site or in our printed materials.

Employment

All applicants are responsible for sourcing and securing their own placements. Student Placement Australia Pty Ltd will provide advice and assistance but the final decision on whether to accept an offer of employment is yours alone.

Proof of Funds

INT USA & PCT USA applicants who are paid less than US\$750 per month whilst on the program must submit at the time of application, proof that they will have access to at least that amount to cover day-to-day living expenses and other costs not included in the program.

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Passport
All applicants must have a current passport with a minimum validity of six months after the anticipated return date.
Inoculations
All applicants must ensure they meet the health requirements of the US government. You should consult your GP or local health authority for the latest requirements in the US.
Insurance
All applicants are provided with personal accident and medical coverage, as well as travel and public liability insurance while participating in the program. You should review the policy to ensure the cover is adequate for your purposes as some exclusions or special conditions may apply. Policy details will be provided before departure.
Payment Schedule
1. A \$250 deposit is required when you submit your application.
2. You will be invoiced for the balance of the program fee and compulsory insurance when you are accepted on to the program.
Cancellation Policy
Cancellations will only be accepted in writing and will be effective at the date received by Student Placement Australia Pty Ltd. Refunds will be made according to the following schedule:
1. If your application does not meet our eligibility criteria you will be refunded in full.
2. If you withdraw from the program: - Prior to being issued with your DS2019 form you will be refunded in full less \$A250. - After being issued with your DS2019 form you will be refunded in full less \$A350.
Responsibility
Student Placement Australia Pty Ltd, its subsidiaries and representatives act only as customers to the various companies, owners, or providers of other services. All tickets, coupons, and orders are provided to you subject to any and all terms under which such services are issued by the relevant provider. Your acceptance of such tickets, coupons and orders shall be deemed to be your consent to the additional condition that Student Placement Australia Pty Ltd, its subsidiaries and representatives shall not in any way be liable for any injury, damage, loss, delay or irregularity however caused or arising, and whether out of any defect in any vehicle, or as a consequence of the default of any company, owner or supplier of transportation, accommodation or other service.
Law of the Contract
This Contract is governed in all respects by the law of the State of New South Wales and any legal action arising under the Contract shall be litigated only in the appropriate Court having jurisdiction in that State.

Deposit
<input type="checkbox"/> A \$250 deposit has been paid or is enclosed
Please indicate your payment method by ticking the relevant box below
1. Cheque or Money Order
<input type="checkbox"/> Cheque or Money Order enclosed
2. Direct Deposit
<input type="checkbox"/> Direct Deposit
Please quote invoice number and name. You must pay the exact amount on the invoice plus any remittance costs incurred.
Account Name Student Placement Australia Pty Ltd Account 062 205 10164405 Bank Commonwealth Bank of Australia Address R 1-4 18 Park Street Mona Vale NSW
3. Credit Card
<input type="checkbox"/> Paid Online Date of Payment DD MM YY
Payment can be made by Visa or Mastercard by visiting the Student Placement Australia website https://www.bpoint.com.au/epages/studentplacement.sf or by completing the form below:
Card Holder's Name _____
Card Number _____
Exp Date DD MM YY _____
CV _____
Card Holder Signature _____
Dated _____
Signature of Applicant
I have read, understood and accept the above terms and conditions.
Signed by Applicant _____ X
Date _____

If you have any queries please contact one of our program staff on 1300 135 331