

2018.Frequently Asked Questions (FAQ)

1 What kind of visa will I be applying for?

We will work with you on your J1 visa application. The J1 visa is for cultural exchange and training and allows you to train in your field of profession to enhance your skills and spark cultural exchange.

We will process your application with a visa sponsoring agency. This agency will issue the paperwork you need to apply for the visa at the US consulate in your home country.

2 How long does it take to get a visa?

You will apply for a J1 visa, it usually takes about 4-6 weeks to get the visa.

3 Do I have to pay for my own visa?

No, the visa including a basic medical insurance will be paid by the host organization – the company you will be training with.

The cost of a visa including the compulsory insurance for 7-12 months is about 2200 USD. As long as you fulfill your training time as outlined in the offer letter you will not have to pay anything towards your visa.

If you decide to leave the program early the host company might ask for part of the money back that they paid for the visa upfront.

4 Do I need additional insurance?

The decision is up to you. The included medical and accident insurance covers your basic needs. The insurance covers the cost of doctors visits etc. – you only have to pay the co-pay of \$ 25 per visit.

The insurance maximum is \$ 200.000 per accident/illness.

5 Do I have to pay for my plane ticket?

Yes, participants are responsible to book and pay for their own airfare. Please contact T2W for further information.

6 When should I book my ticket to come to the US?

Please DO NOT buy your ticket before you have received your visa. Once you've received your visa, you may then book your ticket. Even if the start date for training is near and you do not have your visa, it is still best to wait until your visa is in your passport. It can be expensive to purchase a ticket that you may have to change dates or even cancel. Once you have made your flight arrangements, contact T2W immediately as we will provide transportation from the airport to your new home.

7 How long before the start of the training can I enter the US?

You can arrive in the US up to 30 days before your training but keep in mind that the provided housing might only be available a few days before the start of your training.

8 What do I need to bring with me for the apartments? Please contact us for further information!

The club rents nice apartments for the duration of your stay. They also provide furniture. Please talk to T2W for further information. You are welcome to bring what you want but please keep in mind that you will be sharing a room with another person.



9 Internet and cell phones

Your apartment will have a high speed internet connection but no standard phone. We recommend to bring phone that's unlocked and buy a SIM card (Metro PCS, T-mobile, etc.)

10 Adapters for appliances

Household appliances in the US are 110 volts. In Europe and other countries they often operate on 220 volts. There are adapters that you can purchase (whether in your country or the US) which will allow 220 volt-appliances to be used in a 110 volt-outlet. Before purchasing these adaptors, make sure your appliance does not already have this capability. Most cell phone chargers and laptop computer adaptors have the capability for either 110 or 220 volts.

11 Security deposit

We will collect a 200 \$ deposit for the apartment. If you leave the apartment clean and without any damages you will get your money back.

12 What should I do when something is broken in the apartment?

If you arrive and a piece of furniture or appliance is already broken, let T2W know so we can have it replaced as soon as possible. If you arrive and break the furniture or appliance, we will replace the item but the cost will be taken out of your security deposit.

If there is something wrong with the apartment (i.e. the air-conditioning or refrigerator does not work) or the facilities surrounding the apartment, please contact us and then go to the leasing office and address these concerns. T2W does not own the apartments and cannot make repairs to the apartment itself.

13 What must I do if I have a visitor coming to stay with me?

Please be sure to discuss this with your roommates and make sure that they are comfortable with this. You must respect everyone's privacy and comfort zone. Do not request your roommate to leave the room and sleep on a couch or somewhere else. Remember you are SHARING a room in the apartment.

14 What must I do if I do not get along with my roommates?

Part of the philosophy and standards of T2W is that *"We speak **to** each other, not **about** each other!"* Please sit down with all of them and talk about the issue. Many times the problem is due to a lack of communication and by talking to each other, you may be able to resolve them. If you are not comfortable doing this by yourself, come to T2W and we will conduct the meeting with you.

15 Transportation

The host company offers a shuttle bus to and from the Club. Otherwise transportation will be organized for you.

We don't provide any cars, but we can help you to find a car to buy.

16 When can I take a vacation/holiday?

The only time period permitted to take vacation/holiday is after the busy season. The reason is that the season is the busiest time of the year and the host employers only permit vacations during the "off season" months for that particular location. Ask your host employer in advance if you need a day off.

17 What if I am going on vacation or there is an emergency back home and you have to leave the US for 1 week? (ask T2W for further information)

Give your supervisor at least 3-4 weeks notice so that they will have time to schedule around everyone's vacation. You must complete a vacation request form. You should contact the Visa Agency to let them know that you plan to take vacation/holiday out of the US. The Agency requires you to send them your DS-2019 to be signed for travel. If your DS-2019 is not signed for travel and you leave the US, immigration WILL NOT PERMIT re-entry. Always feel free to contact T2W for assistance.

18 How long may I be away for vacation?

Please speak to your supervisor and the visa agency about this matter. If you leave the country to go on vacation and plan to return, please **DO NOT STAY OUTSIDE OF THE US FOR MORE THAN 30 DAYS!** This can cause significant problems with the US immigration officials.

19 What type of health insurance do I have?

The Visa-sponsoring Agency is required to provide minimum health insurance as mandated by the US State Department. Please check the package that you received from your visa agency to make sure that you have an insurance card and booklet. Contact them if you do not have one. **Carry your insurance card with you at all times.**

Note: medical care in the US is very expensive. Medical in the US is **NOT FREE**. If you have medical coverage at home, you may want to keep that to supplement what the Agency's offer. Dental coverage is very limited. Contact your visa agency for more information.

*We suggest that prior to your departure you do a medical check in your home country. Especially since dental care is very expensive, we suggest you have your teeth checked before you come to the US. It is extremely important to inform your host employer and T2W about any medical conditions you have and the treatments you need for it prior to your departure. Sometimes prescriptions are hard to get for your specific medication and we suggest you bring enough medicine for your entire stay in the US.

20 What happens if I get injured while working?

In Florida, host employers are required to carry Worker's Compensation Insurance. This type of insurance covers treatment for employees who are hurt while involved in normal activities of their jobs. When you are injured, you must report it your supervisor or Human Resources, who will in turn notify their paramedics. Paramedics will file a report and your host employer's Human Resources representative will get a claim number so that if you need to go to the hospital, you will not have to pay. Upon arrival, you will learn more about this during orientation.

Also be aware that you will get paid a stipend for a certain amount of hours per week, but you also receive the same stipend if you are scheduled for less hours. In America you don't get paid if you are sick or if you take vacation/holiday.

21 May I travel when my training is complete?

You have 30 days after you are finished with your training to travel within the US. After those 30 days, you **must** return to your home country, because you will be out of compliance with the US Immigration Authorities.

22 What steps should I take when my training is complete and I decide to go home?

It is important to let your Employer, the Visa Agency, and T2W know when you are leaving. With the new US laws in place dealing with tracking Students and Trainees (SEVIS), it is important that the Visa Agency knows that you are leaving. Before leaving the US, stop by the Host Employer/HR-Department and leave a dependable address so they can send your income tax forms to you the following year. (email, home address)

23 What clothes and shoes should I bring with me?

Please bring a pair of black shoes, black pants, a white shirt and a jacket for the first days until your uniform is fitted! Your Host Employer will provide some of your uniforms.

24 When do I get a social security card?

You will be taken to the Social Security Administration office to obtain your social security number. This card takes a few weeks before you will actually receive it. This number is required for work, so when you first arrive you are given a temporary number. Once you receive your social security card, please be sure that both your Host Employer and T2W receives a copy. This number is required for you to file your US taxes.

25 When can I obtain a bank account?

There are several banks near your apartment from which you may choose. As part of your orientation, you will receive information about nearby banks.

Contact us for further information! Your Travel2work Team