

STUDENT RULES AND REGULATIONS FOR ASSE ASPIRE SUMMER WORK TRAVEL PROGRAM

The following Rules for ASSE ASPIRE Worldwide Summer Work Travel Program (“Rules”) have been established by ASSE ASPIRE Worldwide as minimum standards of participant conduct for its Summer Work Travel Program (“Program”).

You must agree in writing to adhere to these Terms and Conditions prior to final program acceptance. Please initial next to each item and sign at the bottom of this document to confirm that you have read and will adhere to the rules and regulations of the program.

Program Terms and Conditions:

- Initial X _____ 1. You are between the ages of 18 and 28, in good health have a valid passport and are enrolled as a full-time student at a post-secondary level college or university.
- Initial X _____ 2. You must bring at least \$1,000 USD with you to cover initial costs upon arrival in the USA.
- Initial X _____ 3. You will obey all U.S.A. federal, state and local laws.
- Initial X _____ 4. You will cooperate fully with those supervising the program on behalf of and in correspondence with ASSE ASPIRE.
- Initial X _____ 5. You understand that any illegal use of drugs or alcohol, or abuse of harmful controlled substances or illegal possession of drugs, alcohol, or controlled substances will result in your immediate repatriation. **Even though Marijuana is now legal under state law in certain states, it is still ILLEGAL under federal law. You should not consider that you are safe from law enforcement, just because you are in a US state where Marijuana has been legalized, nor are you exempt from workplace drug testing. Your employer holds the right to dismiss you if you are shown to be taking drugs, including Marijuana, regardless of state law.**
- Initial X _____ 6. You will complete orientation sessions in your home country prior to departure and in the USA following your arrival.
- Initial X _____ 7. You will complete the online ‘Arrival Check-in’ with program sponsor ASSE ASPIRE within 10 days of arrival. Failure to check-in within 10 days of arrival will result in termination from the program and will impede you from getting a US visa in the future.
- Initial X _____ 8. You will carry out the duties and responsibilities of the position which ASSE ASPIRE has arranged. It is your responsibility to advise ASSE ASPIRE of any significant problems, including but not limited to your health, safety, or welfare and your adjustment to the job, culture, or language.
- Initial X _____ 9. You agree to be an active and congenial part of the Host Employer’s company and understand that you will receive basic entry-level work experience in addition to gaining cultural experience from the program.
- Initial X _____ 10. You will respect the privacy of information learned during work experience.
- Initial X _____ 11. You understand that there is a minimum 2 months’ work commitment requirement and you agree to work the entire period as stated on the Job Offer. Not working through the period indicated constitutes a violation of the agreement with the Host Employer and may lead to your dismissal from program.
- Initial X _____ 12. You understand that the work assignment is temporary and runs for the duration of the work authorization as stated on the DS-2019 Form.
- Initial X _____ 13. You will not terminate your agreement with Host Employer without consulting with ASSE ASPIRE staff for assistance first. You must have written authorization from ASSE ASPIRE in order to leave the placement. After receiving authorization from ASSE ASPIRE to leave the placement, you will be required to provide two weeks notice to the employer prior to leaving the placement.
- Initial X _____ 14. You understand that the assigned host company holds the right to dismiss you if your work performance is not satisfactory, and/or you disobey the company’s employee rules or codes of conduct (including the

company's dress code). If you are dismissed by the host company, then you must contact ASSE ASPIRE immediately.

Initial X _____ 15. You will secure approval for any change of Host Employer prior to commencing work with that Host Employer. You must allow 3 business days for ASSE ASPIRE to contact the new Host Employer and verify the suitability of your new job. If you who begin working with a new Host Employer without gaining approval from ASSE ASPIRE, you will be terminated from the program.

Initial X _____ 16. You will not accept any form of assignment other than what is authorized by the signed Job Offer.

Initial X _____ 17. You understand that you cannot change the visa to a different category.

Initial X _____ 18. You will pay for any property damages caused by yourself.

Initial X _____ 19. You agree to return home no later than 30 days after your DS-2019 program end date and prior to your university start date. This 30-day grace period may be used for travel within the USA.

Initial X _____ 20. You understand that if you leave the USA within those 30 days, you will not be able to return on your J1 visa.

Initial X _____ 21. You understand that you cannot work during the 30-day travel grace period.

Initial X _____ 22. You understand that if you are terminated from the program for violation of rules governing the program, you must return home immediately, and are not eligible for the 30-day travel grace period.

Initial X _____ 23. If you are a self-placed student, you understand that it is your responsibility to ensure that the self-placed Job Offer form is completed clearly and signed by both yourself and your Host Employer. You understand that this Job Offer form must be submitted with all other applicable documentation required by ASSE Aspire before the acceptance of your program.

Initial X _____ 24. If you are a pre-placed student and for any reason your pre-placed job placement does work out through no fault of your own, ASSE ASPIRE will do all possible within its resources to place you in a suitable position. If ASSE ASPIRE is able to find you a new position, but not able to locate a position in the same area as your previous position, you understand that you would be responsible to secure your own transportation to the new site.

Initial X _____ 25. You understand that failure to comply with any program rules or giving misleading information may result in program dismissal and repatriation to your home country.

CULTURAL ACTIVITIES

In addition to work-based cultural exposure, it is intended that students should learn about and experience American culture firsthand. As a program component, the United States Department of State requires each student to use local resources to participate in activities which would expose them to components of American life or history.

Examples of such activities, sites, or events are national and state or county parks, historic sites, sports events, local government visits, family meals or celebrations, museum visits etc.

Note: Photos taken to document cultural activities should be taken inside of museums, amusement parks, theaters, and other cultural activity locations. Document photos taken at parties, while drinking, at work, relaxing on the beach, eating at restaurants, and selfies with no discernable activity background will not be accepted as valid cultural activities.

Cultural Activity and Check-In Terms and Conditions:

Initial X _____ 26. You will take part in at least one cultural activity per month during your stay and provide documentation of these activities on a monthly basis. Failure to participate in and provide documentation of such activities once a month may result in your termination, EVEN AFTER YOUR PROGRAM HAS ENDED, and impede you getting a visa in the future.

ASSE ASPIRE Work Travel Student Rules and Regulations



- Initial X _____ 27. You will advise ASSE ASPIRE if and when you change your housing by completing the online 'U.S. Address Change' within 10 days. Failure to report a change of address may result in your termination from the program.
- Initial X _____ 28. You understand that after the 'Arrival Check-in', you must complete the online 'Monthly Check-in' every 30 days. Failure to check-in with ASSE ASPIRE every month may result in your termination from the program.

By signing this document, you indicate that you have read, understand and agree to comply with the above Rules and Regulations for ASSE ASPIRE Worldwide Summer Work Travel Program, and that the information you have provided to ASSE ASPIRE, including information on this form, is true and complete. You also acknowledge the receipt of a copy of the U.S. Department of State Summer Work Travel Program Brochure and Participant Letter, the Wilberforce Pamphlet, the Department of State's toll-free help line, and the email address of a designated contact in the Office of Private Sector Exchange in the Department's Bureau of Educational and Cultural Affairs.

X _____
Full Name of Student (Please Print)

X _____ **Date** _____
Signature of Student