

Purpose, Requirements and Restrictions for International Student Interns

Purpose of the Exchange Visitor Program

The purpose of the Program is to provide foreign nationals with opportunities to participate in educational and cultural programs in the United States and return home to share their experiences, and to encourage Americans to participate in educational and cultural programs in other countries. Exchange Visitors enter the United States on a J visa.

The information below follows the federal requirements for managing the Exchange Visitor Program at ECU as outlined in the eCFR, Title 22, Chapter I, Subpart G, Part 62.

Minimum Requirements of the Internship

- Must fulfill the educational objectives for the participant's current degree program at the home institution.
- Expose participants to American techniques, methodologies, and technology and expands upon the participant's existing knowledge and skills. A program must not duplicate the student intern's prior experience.
- Be a minimum of 3 weeks and a maximum of 12 months.
- The internship must consist of a minimum of 32 hours per week.
- Enroll in GeoBlue International Health Insurance for Higher Education.

Restrictions of the Internship

- International Student Interns may not be placed in unskilled or casual labor positions, a position that requires or involves childcare or elder care, or a position in the field of aviation.
- Place an International Student Intern in clinical positions engaging in any kind of work that involves patient (human or animal) care or contact, including any work that would require student interns to provide therapy, medication, or other clinical or medical care (eg. sports or physical therapy, psychological counseling, nursing, dentistry, veterinary medicine, social work, speech therapy, or early childhood education).
- The internship cannot extend beyond 12 months.
- The International Student Intern's position can require no more than 20% clerical work.

Evaluations of the Intern & Internship

- A final evaluation of the International Student Intern is required and must be completed prior to the conclusion of the internship program.
- Programs longer than six (6) months require mid-point and final evaluations. A copy of the completed and signed evaluation(s) must be submitted to the Office of Global Affairs (OGA) for record keeping.

Responsibilities of Faculty Supervisors for International Student Interns

Department sponsors are responsible for the effective administration of their Exchange Visitor programs. Responsibilities include:

- Screen the prospective Exchange Visitor to ensure they are eligible for program participation, the program is suitable to the Exchange Visitor's background, needs and experience, and the Exchange Visitor possesses sufficient proficiency in the English language to participate in his or her program.
- Provide the Exchange Visitor with office space.
- Facilitate campus privileges such as Banner ID, PirateID, 1Card, etc.
- Offer or make available a variety of appropriate cross-cultural activities.

The Office of Global Affairs will help your International Student Intern maintain their legal status on the Exchange Visitor (J-1) visa. However, we need your assistance. As faculty supervisor, you must agree to be responsible for ensuring that:

- The International Student Intern checks-in with the International Student & Scholar Program Coordinator (ISSPC) in the Office of Global Affairs upon arrival in the US. The International Student Intern must bring their immigration documents, and those of their dependents. If the Student Intern does not report to the ISSPC within three (3) days of arrival, their Exchange Visitor (J-1 visa) status will automatically be cancelled in the Student Exchange Visitor Information System (SEVIS).
- The ISSPC is notified within ten (10) days of a International Student Intern changing their residential address.
- The ISSPC is notified if an International Student Intern does not arrive within ten (10) days of the start date on the DS-2019.
- The International Student Intern meets regularly with you to review activities and progress.
- The International Student Intern understands that he or she cannot engage in professional activities that are not included on the Form DS-2019 without prior approval from you. Employment or other types of payment that are not specified on the Form DS-2019 must have approval from you *and* from the ISSPC.
- The ISSPC is notified when the International Student Intern ends his/her internship program for any reason, including:
 - The International Student Intern has completed the program as scheduled.
 - The International Student Intern completed before the end date on the DS-2019.
 - The International Student Intern wishes to transfer to a different Exchange Visitor (J-1) sponsor.
 - The International Student Intern is changing Exchange Visitor (J-1) category via re-entry into the US.
 - The International Student Intern is changing status to a different visa type.
 - The International Student Intern has left the University before completing the program.
- The International Student Intern is informed s/he is required by the US Department of State to have valid health insurance for themselves and their dependents in J-2 status. In addition, the Student Intern is informed that ECU requires all International Student Interns on J-1 visas to enroll in GeoBlue International Health Insurance for Higher Education.