



International Internships

International Internships LLC USA Program Refund Policy

It is the responsibility of the applicant to ascertain that they are indeed eligible for the J-1 internship program before they apply. Acceptances are conditional that the documentation and CV submitted are true and valid and that the work or educational experience is true and valid. Any discrepancies uncovered during the process of issuance of the DS-2019 by our visa department shall be the responsibility of the applicant and refunds shall be made according to our policies as outlined herein:

Application fee and late application fee: Non- Refundable

Visa Denials by Embassy or Consulate

- International Internships LLC is not responsible for a J-1 visa denial to any applicant by the U.S. Embassy or Consulate. The consulate reserves the right to deny any visa after the consular in-person interview.
- Refund of 50% of the visa fees (visa fees vary according to duration of the internship – see [Website](#) for current rates) The Program/Placement fee and the application fee are non-refundable. Refunds are made if the following conditions are met:
 1. International Internships LLC Visa Sponsor Office has approved sponsorship for the Applicant;
 2. the Applicant is denied the J-1 Visa by a U.S. consulate or embassy
 3. the Applicant has not violated U.S. law and/or visa regulations nor falsified any documentation;
 4. International Internships LLC Visa Sponsor Office receives the original DS-2019 Form that was issued to the Applicant;
 5. the refund request is received no more than 6 months after the scheduled beginning of the J-1 training/internship program.
- If any of the above conditions are NOT met, International Internships LLC reserves the right to keep any and all fees paid by the candidate (or agency) and any refunds will be at International Internships LLC's sole discretion.
- M-1 Visas: Visa denials for programs offered in conjunction with MIM (The Manhattan Institute of Management) are subject to a refund of all program fees paid less a \$250 processing fee. All application fees are non-refundable.

Withdrawal of Application by Applicant or Rejection by International Internships LLC or Visa Sponsor Agency

- **Withdrawal:** If the application is withdrawn by the applicant during the search phase of the internship placement the applicant shall forfeit their deposit. The search phase begins immediately after receipt of the deposit. This policy is enforceable whether or not the candidate has received a placement offer at the time of withdrawal.
- **Withdrawal after placement confirmation:** If the candidate withdraws after a placement is confirmed with a host company the Program/Placement fee and application fees are non-refundable. If the candidate has only paid a deposit, they shall be liable for the full placement fee even if the placement fee balance has not yet been paid.
- **Withdrawal after placement confirmation and submission to visa sponsor office review:** If the candidate withdraws after a placement is confirmed with a host company, the candidate shall be liable for the full placement fee. If the candidate is seeking a visa and is not a U.S. applicant or F-1 student doing OPT or CPT, they will only be refunded 50% of any visa fees paid. All insurance fees will be refunded including the site visit fee if it hasn't been already completed. The Program/ Placement fee and application fees are non-refundable.
- **Withdrawal after issuance of DS-2019:** If the candidate withdraws after the DS-2019 has been issued by the Visa Sponsor Office for any reason, the withdrawal policy shall be the same as if the candidate was denied a visa by the embassy or consulate. (see section above.)
- **Withdrawal/ Cancellation due to visa processing delays:** If the candidate withdraws because of paperwork or visa processing delays of any kind, the candidate shall be refunded 50% of any visa fees paid. All insurance fees will be refunded including the site visit fee if it hasn't been already completed. The Program/ Placement fee and application fees are non-refundable. International Internships LLC is not responsible for pushing back start dates or changes to the timing of the internship duration nor if such delays push the applicant out of eligibility compliance.
- **Applicant Rejection:** If the application is sent to our visa sponsor agency for processing and fact checking, they reject the applicant or determine that the applicant is found to be ineligible for the program for any reason, known or unknown, then 50% of the visa fees paid shall be refunded. All insurance fees will be refunded including the site visit fee if it hasn't been already completed. The Program/ Placement fee and application fees are non-refundable.



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- **Self Placement:** In the case of an applicant who is conducting a SELF-PLACEMENT and is unable to find a host company who will take them. Any deposit paid to International Internships LLC shall be returned to the applicant at their request. If an applicant arranges a self placement and International Internships LLC or our visa sponsor agency begins processing the paperwork or communicating with the host company in any way for said placement and the placement falls through or is rejected by the visa office for any reason, 50% of the visa fees paid shall be refunded. All insurance fees will be refunded including the site visit fee if it hasn't been already completed. The Program/ Placement fee and application fees are non-refundable. Processing begins immediately upon receipt of the processing fee.
- **Placement Rejection:** If International Internships LLC finds a suitable placement and the placement offered to the applicant is turned down for any reason the refund shall be 50% of the visa fees (visa fees vary according to duration of the internship – see www.international-internships.com for current rates) The Program/ Placement fee and application fees are non-refundable. This policy is enforceable regardless of the timing of the issuance of the DS-2019 form. Applicants must understand that delays can and do occur and internship start dates may get pushed back.
- **Withdrawal after issuance of the I-20 (M-1 Visas):** Withdrawal from any programs offered in conjunction with MIM (The Manhattan Institute of Management) after issuance of the I-20 are subject to a refund of all program fees paid less a \$250 processing fee. All application fees are non-refundable.
- U.S. Citizens, Permanent Resident (Green Card holder), or F-1 students on OPT or CPT Training are subject to the same REFUND Policies outlined herein with regard to placement search or withdrawals from the program. Visas are not required and F-1 applicants are responsible for arranging any SEVIS status changes with their U.S. University.
 - ***International Internships LLC shall be the sole determinant of the suitability of an appropriate placement: International Internships LLC defines a suitable placement as one that is in the applicant's field of study, commensurate with their education, background and experience. We do not guarantee any sector within an applicant's field. (eg. A marketing major wants to work in the fashion industry...we guarantee a marketing assignment but do not guarantee that it will be in the fashion sector.)***
- If International Internships LLC arranges placement interviews with potential companies and the candidate does not participate in the interviews as agreed they may be forcibly withdrawn from the program and the deposit shall be forfeit.
- If the Applicant cancels his/her J-1 Program at any time for any reason after arriving in the USA, no refund shall be provided.
- If the applicant doesn't show up for work or is fired from their internship for any reason, no refund shall be provided.
- If the host company closes or goes out of business, no refund shall be provided.
- All other refund cases shall be at the sole discretion and determination of International Internships LLC

Inability to Secure an Internship Placement for the Candidate

- If the application is withdrawn by International Internships LLC due to the inability to find a placement commensurate with the candidate's education, background and experience, the applicant shall be entitled to a full refund of the deposit paid. International Internships LLC shall be the sole determinant that it has exhausted all possible placement opportunities and there is no set time frame for this determination.
- International Internships LLC shall be the sole determinant at to the date that any forced withdrawal or rejection will be made

Health Insurance & Site visit Fees

- If International Internships LLC has received a payment for insurance coverage and the request for insurance is cancelled before the VISA sponsorship is approved, we will refund the entire payment for insurance coverage.
- If International Internships LLC has received a payment for insurance coverage and the request for insurance is cancelled after VISA sponsorship has been approved, we will refund whatever portion of the payment is refunded to us by the insurance provider (after International Internships LLC has received that refund). In most cases a full refund is possible for coverage periods that have not begun at the time of cancellation.
- Site visit fees will be returned in full if the host company has not been visited at the time of cancellation or withdrawal.

Candidate must return home during their program due to personal illness or the documented death or severe illness of a parent/sibling: No refund



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(*Any money transfer fees such as credit card, bank wiring and bank check fees, incurred by International Internships LLC shall be deducted from the refund amount. Credit card refunds are processed less a standard 5% fee unless said fee has been already paid/deducted beforehand.)