

**J-1 STUDENT INTERN
CAL STATE L.A. DEPARTMENT VERIFICATION FORM**

Prospective Intern's Name: _____

The student named above is planning to participate in a J-1 exchange program as an Intern. This non-immigrant status category has very detailed and specific restrictions, as set forth by the U.S. Department of State. To ensure the appropriateness of the internship placement and maintain institutional compliance with federal regulations, these attestations must be completed and submitted to the International Office before visa documents may be issued for the prospective intern. Should you have questions or need additional assistance, please contact Amy Wang at 323-343-3170 or awang@calstatela.edu.

As the prospective intern's immediate supervisor/mentor, I attest that (please initial/mark each item):

_____ I have verified the student's ability to function in English on a day to day basis in the internship environment by at least one of the following (check all that apply):

_____ Interviewing the intern in English via telephone (preferred);

_____ A recognized English language test (such as TOEFL, TSE, IELTS, etc.);

_____ Signed documentation from an academic institution or English language school

_____ The internship will consist of at least 32 hours per week, no more than 20 percent shall be clerical work, and the internship shall not serve to fill a labor need;

_____ All tasks assigned shall be "necessary for the completion of the [internship]," and the internship shall consist of "work-based learning" rather than "ordinary employment or unskilled labor;"

_____ The internship shall expose the participant to "American techniques, methodologies, and technology," expand upon the intern's existing knowledge and skills, and not repeat prior experience;

_____ The internship shall not place the participant in any position involving any of the following: unskilled or casual labor, child care or elder care, aviation, clinical positions, or any other kind of work which involves patient care or contact; or, any "position, occupation, or business that could bring the Exchange Visitor Program or the [State] Department into notoriety or disrepute."

I attest to all the above statements and agree to provide the International Office with copies of required evaluations signed by myself and the student intern program participant. I agree not to place the participant in activities or employment outside the hosting department without prior approval of the International Office.

Cal State L.A. Faculty Name (print)

Cal State L.A. Faculty Signature

Date