

### www.parenthese-paris.com

17, rue Notre-Dame des Victoires 75002 Paris

**&** +33 (0)1.43.36.37.07

contact@parenthese-paris.com



### LETTER FROM THE U.S. EMBASSY IN PARIS



Embassy of the United States of America

Madame, Monsieur:

Pour ceux qui souhaitent effectuer un stage aux Etats-Unis, l'obtention d'un visa « J-1 » est requis avant de partir pour les Etats-Unis. Le visa « J-1 » est obligatoire pour tout stagiaire, même si le stage est pour une durée de moins de 90 jours et n'est pas rémunéré. La seule exception qui existe est pour les stagiaires aux Nations Unies, qui peuvent faire le stage avec un visa B1 avec une annotation spécifique. Ceux qui arrivent aux Etats-Unis en n'ayant pas le type de visa correct risquent de se voir refuser l'entrée et d'être renvoyés immédiatement dans leur pays d'origine.

Cordialement,

Lindsay Coffey Officier Consulaire

L'Ambassade des Etats-Unis à Paris

Hirdway Coffy



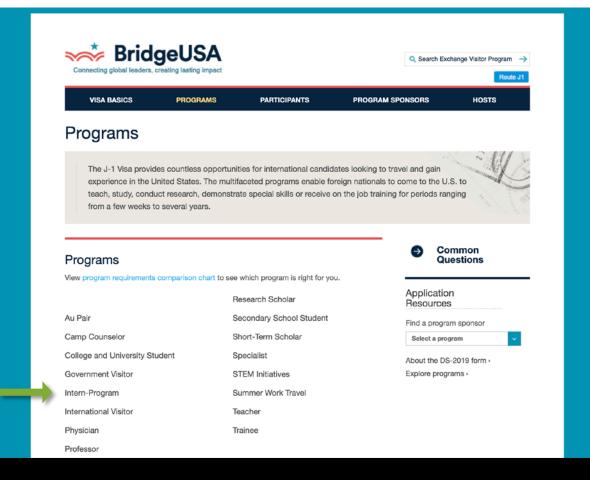
### **CHOOSING A SPONSOR**





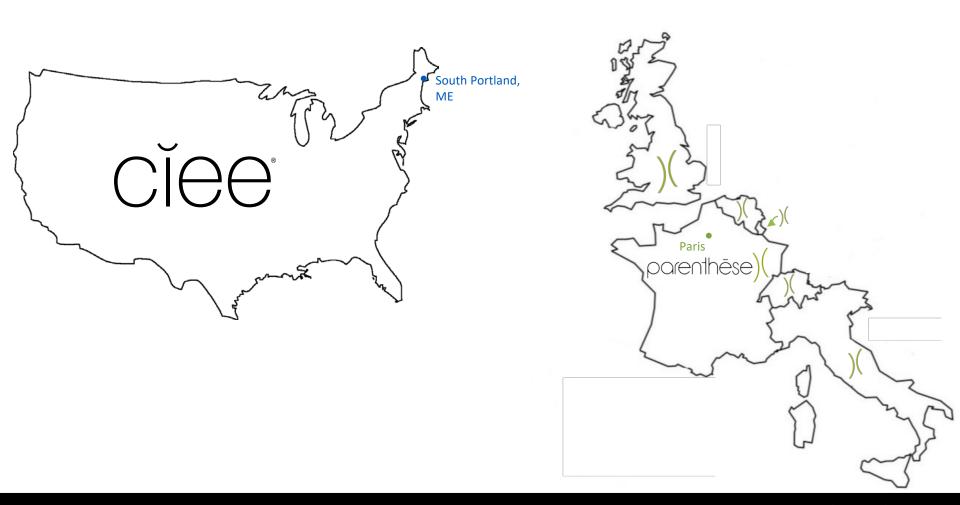


j1visa.state.gov





### WHO ARE WE?





### PARENTHESE'S SPONSOR – OUR ONE AND ONLY



CIEE

**Since 1947** 

Over 1 million J-1 participants!



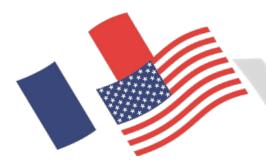
**Since 2004** 

Over 33,000 J-1 participants!





### THE SPONSOR'S ROLE



We confirm the cultural exchange aspect of your program!



24/7 support in the United States



Vetting of application and Training Plan (DS-7002) & site visit when necessary



U.S. health and accident insurance \$1 million policy





STEP 1

ELIGIBILITY VERIFICATION



### PARTICIPANT ELIGIBILITY CRITERIA

- All nationalities eligible
- ✓ Age: 18+ / No limit
- ✓ Internship training plan in direct correlation with field and level of studies
- ✓ Minimum of 32 hours per week
- ✓ Sufficient language skills
- Multiple participations possible
- Business France (VIE) participants welcome





### **HOST ORGANIZATION ELIGIBILITY CRITERIA**

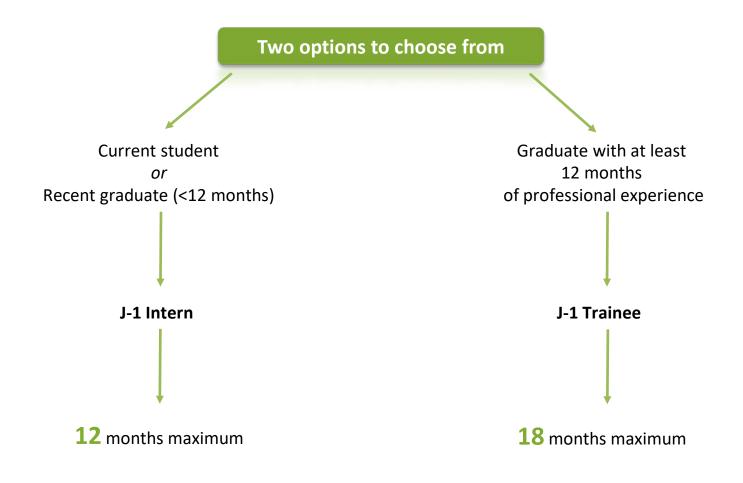
- ✓ Physical office space (co-working spaces ok, remote work ok if <2 days/week).
  </p>
- Registered company with tax ID number
- Workers' Compensation or General Liability
- ✓ Minimum of 1 full-time employee only

- Quota: maximum of 1 J-1 visa-holder per each 5 full-time employees
- Please watch out for ineligible fields of activity, unacceptable tasks or employers

  Not everything is authorized under a J-1 visa...



### J-1 INTERN & J-1 TRAINEE







STEP 2

EMPLOYER SEARCH



### **RESEARCH TOOLS**

C.V.

**COVER LETTER** 

LINKEDIN PROFILE







Specific to J-1 visa applicants!



### **AMERICAN RESUME**

- No Photo
- No age, date of birth/family situation
- Include the links to your
   University/employer websites
- List your main subjects
- One page only
- List all jobs
- PDF only
- J-1 visa candidate: Will not require visa sponsorship
- Make it look professional





### **COVER LETTER « J-1 »**



### **LET US BE YOUR NETWORK!**



Parenthèse does not impose a specific internship or employer: We will help you and guide you, but you are also completely free to do your own research, consider different offers, negotiate the mission and the compensation directly with the American employers and choose the internship that best suits you.

You don't know where to start? You can't manage to find a good host organization? We'll be happy to help you, free of charge. Contact us!

Finding your Internship is not mission impossible! Our experience shows us that participants find their paid internship within 3 to 6 weeks of active search. Follow our guidelines below.



Please include the letter in the body of your email instead of sending it as an attachment. If you send an email to an employer with only two attachments (your letter and your CV), it will most likely end up in the trash.

It is **essential** to mention that you are intending to apply for a J-1 Intern visa through CIEE's BridgeUSA program and that, as part of this program, CIEE will act as your legal sponsor. Moreover, companies may also be interested to learn that your health insurance is included in your program.

→ Example: Cover Letter Internship





Dear Hiring Manager,

I am writing to explore the possibility of participating in a paid training program in your company. As a French student pursuing a degree in Export Marketing, I am actively looking for a practical training in a company abroad. My training falls within my University's graduation requirements and must start in September for at least 6 months.

In regards to my legal eligibility to train with your organization, I would be participating in the J-1 Visa Internship USA program, sponsored by the Council on International Educational Exchange [CIEE]. (<a href="https://www.ciee.org">www.ciee.org</a>)

As my sponsor, CIEE is authorized by the U.S. government to issue the necessary documentation for me to obtain a J-1 visa, which allows me to train legally in the U.S. for up to 12 months. I will also arrive with my sponsor-provided, full coverage health insurance. Please see the following link for the details of this private health insurance: <a href="http://www.ciee.org/insurance/">http://www.ciee.org/insurance/</a>

J-1 Visa participants are exempt from the following taxes:

Social Security & Medicare Tax (FICA) Federal Unemployment Tax (FUTA)

Further information on tax exemptions in the J-1 program can be found on CIEE's website: <a href="https://www.ciee.org/in-the-usa/research-training/intern-professional-training/resources/pay-and-taxes">https://www.ciee.org/in-the-usa/research-training/intern-professional-training/resources/pay-and-taxes</a>

By participating in the J-1 Visa program, you will be contributing to the United States' cultural exchange and public diplomacy policies and will benefit from the support of CIEE for the duration of the internship.

I look forward to hearing from you soon and I strongly believe that my motivation, personal skills and studies will allow me to excel in a training position with you.

Sincerely,



#### IN BETWEEN THE LINES

In regards to my legal eligibility to train with your organization, I would be participating in the J-1 Visa
Internship USA program, appropriately the Council on international Educational Exchange (IEE) u can hire (www.ciee.org)
me and pay me legally.

As my sponsor, CIEE is authorized by the U.S. government to issue the necessary documentation for me to obtain a J-1 visa, which allows me to train legally in the U.S. for up to 12 months. I will also arrive with my sponsor-provided, full coverage health insurance. Please see the following link for the details of this private weakto insurance: the insurance!

J-1 Visa participants are exempt from the following taxes:

Social Security & Medicare Tax (FICA)

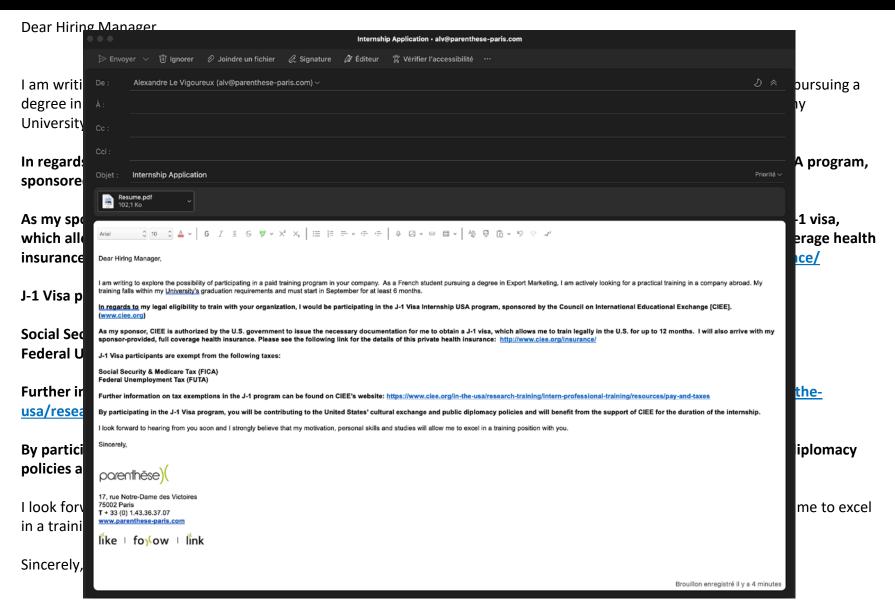
Federal Unemployment Tax (FUTA)

erwork, less hassle! Financial advantages.

Further information on tax exemptions in the J-1 program can be found on CIEE's website: <a href="https://www.ciee.org/in-the-usa/research-training/intern-professional-training/resources/pay-and-taxes">https://www.ciee.org/in-the-usa/research-training/intern-professional-training/resources/pay-and-taxes</a>

Cultural aspect: contribute to U.S. international and public diplomacy efforts (Bridge USA by participating in the J-1 Visa program, you will be contributing to the United States cultural exchange and public diploms)cy policies and will benefit from the support of CIEE for the duration of the internship.







## LINKEDIN PROFILE



- « J-1 visa candidate: will not require visa sponsorship »
- Profile in English (Please avoid Google Translate!)



### **OVER 2,500 PARTICIPANTS A YEAR SINCE 2004**

**97.3%** find their employers through:







Only 2.7% go through paid placement services





### **USE YOUR SCHOOL'S RESOURCES**



# SciencesPo.



### **CLOSE TO 30 PARTICIPANTS SINCE THE TRAVEL BAN LIFT**











publicis

**L'ORÉAL** 



































mediabistro

'GLASSDOOR'





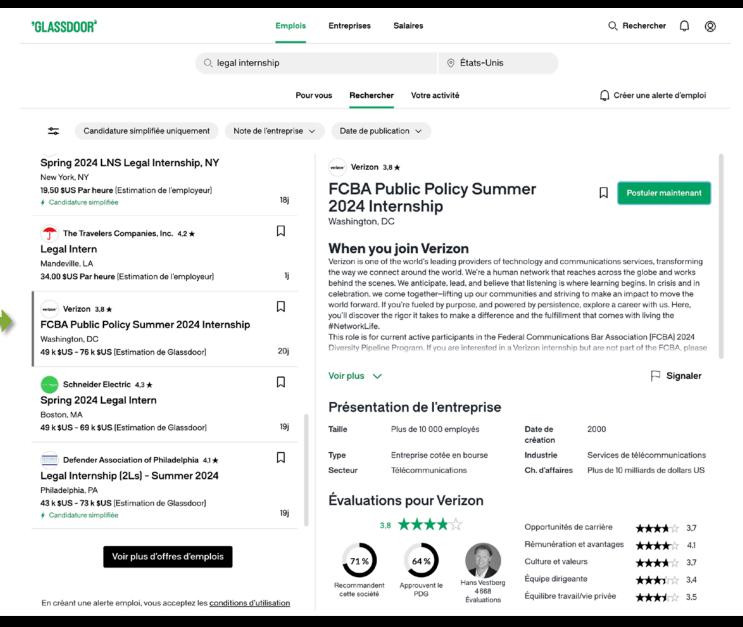
SimplyHired.









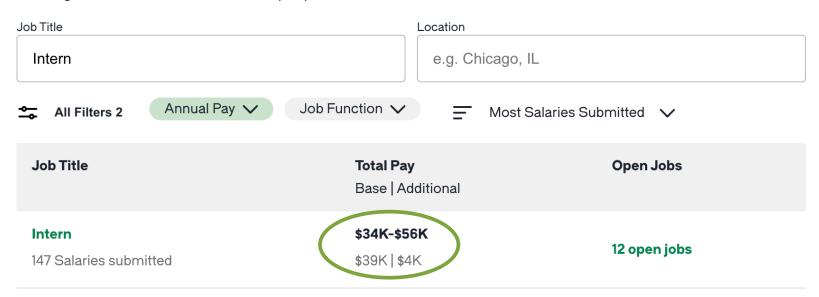




### Find Salaries by Job Title at Verizon

147 Salaries (for 1 job title) · Updated Sep 27, 2023

How much do Verizon employees make? Glassdoor provides our best prediction for total pay in today's job market, along with other types of pay like cash bonuses, stock bonuses, profit sharing, sales commissions, and tips. Our model gets smarter over time as more people share salaries on Glassdoor.





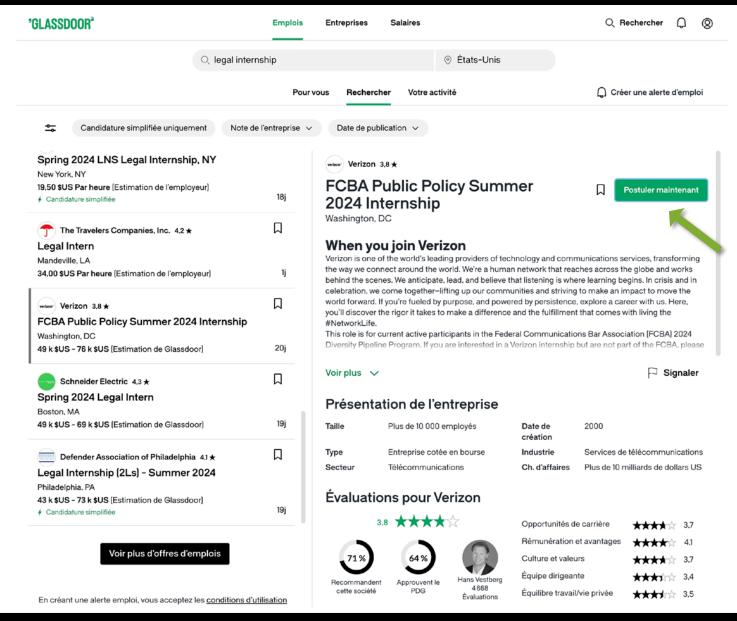


### Cost of living in United States compared to France

•	Food	+ 25%
•	Housing	+ 68%
•	Clothes	+ 2%
•	Transportation	+ 17%
•	Personal Care	+ 123%
	Entertainment	+ 33%
	TOTAL	+ 39%

Cost of living in
United States is
39% more
expensive than in
France



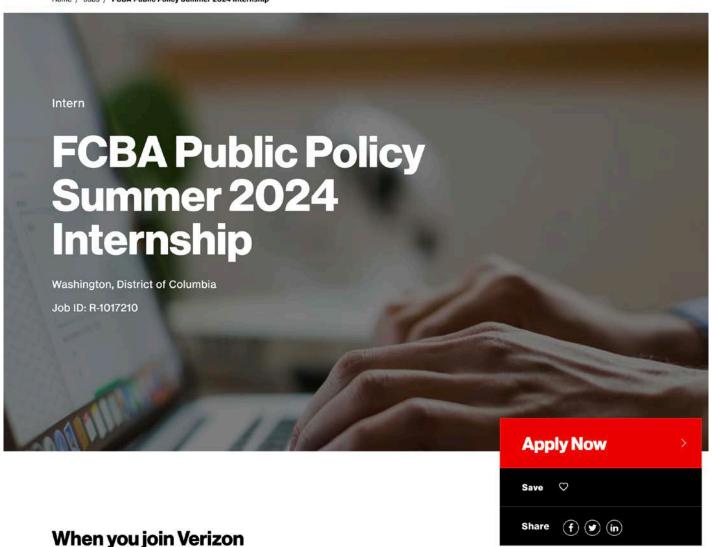








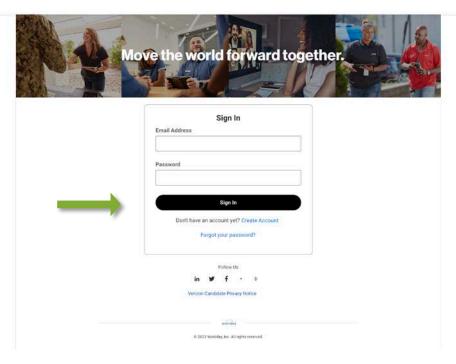
Home / Jobs / FCBA Public Policy Summer 2024 Internship



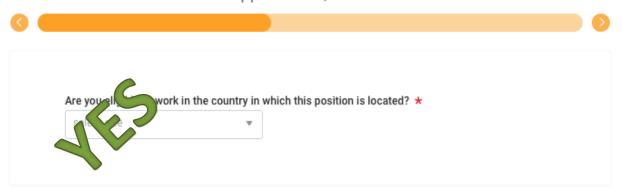
parenthese-paris.com



Verizon√



### **Application Questions**



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# SimplyHired.

SimplyHired. Job Title, Skills or Company sustainability internship United States Search Jobs



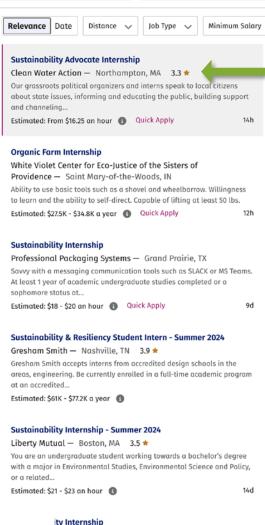
SimplyHired.

Job Title, Skills or Company
sustainability internship

City, State, ZIP or "Remote"
United States

Search Jobs

a Post Jobs



Tetra Pak - Denton, TX

opportunities for...

The \*Tetra Pak Internship Program\* aims to develop student talent

through the experience of real situations in the corporate world, offering

#### Date Added 505 su tainability internship jobs in United States ③ **Sustainability Advocate Internship** CLEAN WATER 🖫 Clean Water Action - 3.3 🛊 Quick Apply Northampton, MA **Job Details** a Part-time | Full-time \$ From \$16.25 an hour ( 14 hours ago Benefits Paid training Health insurance Dental insurance 401(k) Flexible spending account Paid time off Parental leave Professional development assistance Life insurance Qualifications Bilingual Organizational skills Canvassing **Full Job Description**

Are you looking to get your foot in the door for a Non-Profit or political career? Being an intern for Clean Water Action may be the professional stepping stone that you're looking for!

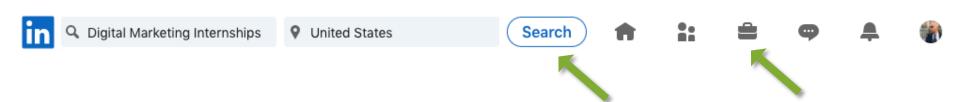
For 50 years Clean Water Action has succeeded in winning some of the nation's most important environmental protections through grassroots organizing, expert policy research and political advocacy focused on holding elected officials accountable to the public. Candidates who possess a strong commitment to environmental, social, and political justice will be well suited for this role.

Our staff consists of committed, professional highly skilled activists. Interns receive extensive training and continuing support on issue knowledge and campaign skills. All interns receive regular updates given by political or environmental authorities or from within our organization. We have a strong and early focus on career development that involves travel and management training opportunities.

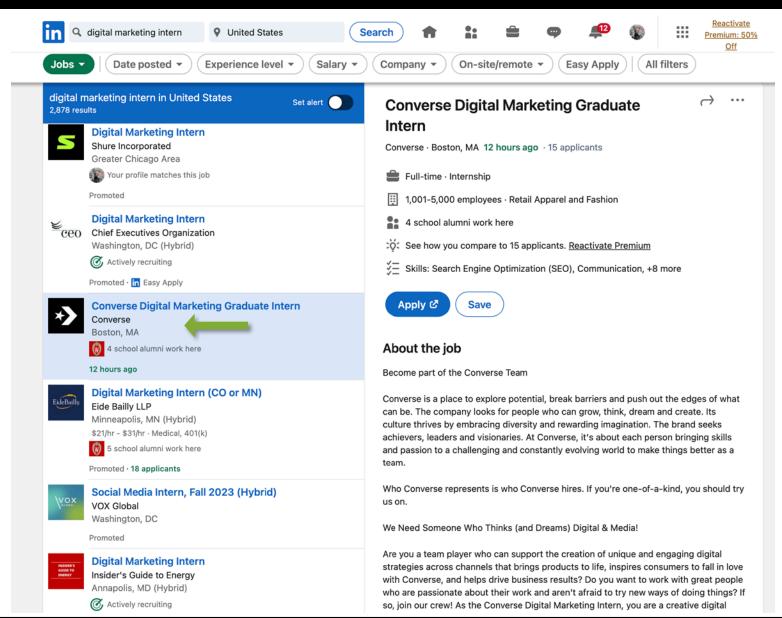
Our grassroots political organizers and interns speak to local citizens about state issues, informing and educating the public, building support and channeling that support into

### parenthēse)





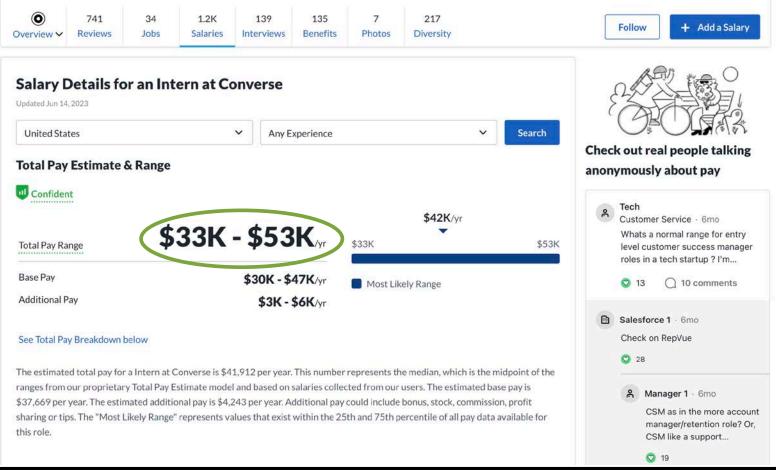






\*\*GLASSDOOR\*\* Community Jobs Companies Salaries Q Search Q @







### **SPONTANEOUS APPLICATIONS**







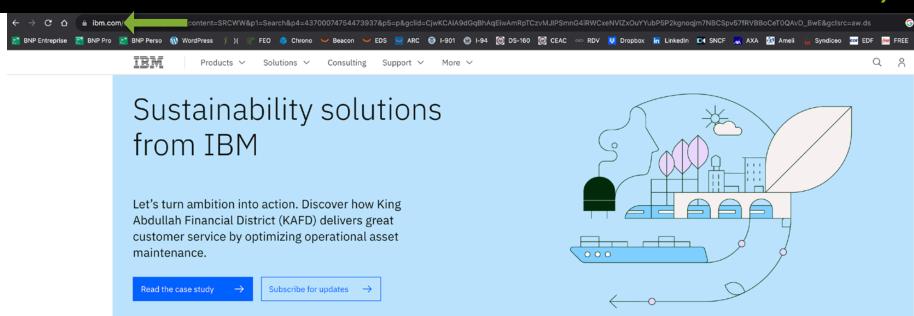
IBM finance internship USA

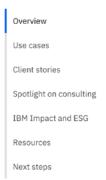












# What if data could save the planet?

In the race to reduce emissions, consumption, and environmental impacts —everything is on the table. Companies across sectors are looking to transform their business models by prioritizing sustainability in their core operations and meet the growing demands of key stakeholders and conscious customers.

But organizations can't do it alone. The pursuit of net zero can only truly begin when an organization is able to monitor, track, and report on their carbon footprint, energy transition goals, and environmental, social and governance(ESG) data.

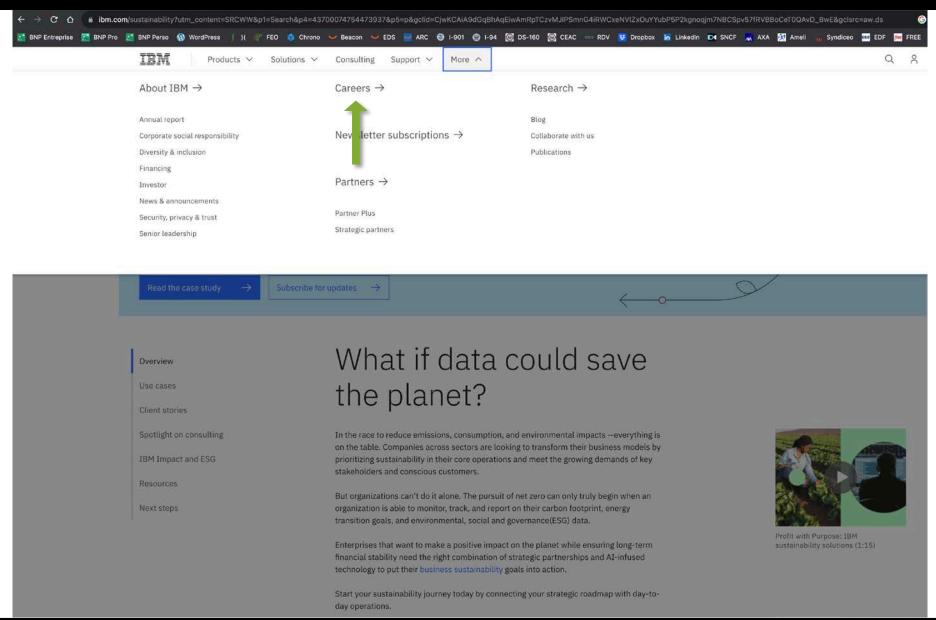
Enterprises that want to make a positive impact on the planet while ensuring long-term financial stability need the right combination of strategic partnerships and AI-infused technology to put their business sustainability goals into action.

Start your sustainability journey today by connecting your strategic roadmap with day-today operations.



Profit with Purpose: IBM sustainability solutions (1:15)







#### IBM IBM Careers Teams ∨ Life @ IBM IBM Careers Blog Locations Entry Level ~ Jobs NA/EN ♥ Y What job are you looking for today? internship Apply filters Showing 9 of 9 jobs Filter (1) Clear ₽ Research Research Research IBM Research AI Models IBM Research AI Models IBM Research Data and Remote Internship Science Internship Model Factory Internship Show remote only Team Experience: Intern Experience: Intern Experience: Intern Software Engineering (2436) Location: Cambridge, US Location: Cambridge, US Location: San Jose, US Consulting (1425) $\rightarrow$ $\rightarrow$ Infrastructure & Technology (360) Project Management (172) Data & Analytics Research **Enterprise Operations** Data & Analytics (116) 2024 Senior Data Scientist IBM Research Theory and 2024 Financial Analyst 6 Enterprise Operations (587) Month Internship - Armonk, Internship - Corporate Mathematical Sciences Sales (151) Development internship NY Cloud (74) Research (46) Others (2) Experience: Intern Experience: Intern Experience: Intern Design & UX (31) Location: New York, US Location: Yorktown Heights, US Location: Armonk, US Security (74) $\rightarrow$ Experience level **Enterprise Operations Enterprise Operations Enterprise Operations** 2024 Tax Analyst 6 Month 2024 Internship - IBM 2024 Internship - Senior Professional (4083) Internship - Southbury, CT Marketing & Marketing Data Science Entry Level (1167) Intern - RTP, NC Communications Intern -Intern (224)

Austin, TX



#### IRM

IBM Careers English ✓

# 2024 Financial Analyst 6 Month Internship – Armonk, NY

Armonk, US

**Enterprise Operations** 

Interr

#### Required Technical and Professional Expertise

- Strong background in Microsoft Excel / Microsoft Office Suite
- Leadership experience
- Excellent oral and written communication skills
- Currently pursing a college degree in Finance, Accounting, Economics or other closely related degree programs.

#### **Preferred Technical and Professional Experience**

- Junior or Senior Finance Bachelor's Degree Candidate

#### Required Education

High School Diploma/GED

**Preferred Education** 

Bachelor's Degree

technologies. We are helping hundreds of businesses "put smart to work" across all fields, from cybersecurity and supply chain to farming and the arts.

Imagine what you could do at IBM: https://www.youtube.com/watch?v=W-6-81k8AQ

The IBM Finance and Operations organization is a values driven team responsible for driving enterprise performance and IBM's transformation to a Cognitive Enterprise. We are the financial stewards of the enterprise, delivering IBM's financial strategy, developing new business models, and mitigating enterprise risk. We offer dynamic, exciting careers that allow individuals to grow a contemporary skill set and forge their own paths, be it an analytical path, leadership path, or a mix of both. Professional development is an important part of every IBMer's career, and is ongoing with on-the-job training, structured learning programs, and mentoring.

We are currently seeking to fill internship positions in the areas of Financial Planning and Accounting.

The 6 Month Internship program is a full-time role for six months beginning either December 2023 through June 2024 or May 2024 through January 2025. We require candidates hired for this program commit to employment for the full 6 month term, as this may require you to take a semester off from school.

Company: (0147) International Business Machines Corporation

Req ID: 659028BR

Projected Minimum Salary: \$69,600 per year

Projected Maximum Salary: \$95,700 per year

Apply now

Don't see a fit at this time?

Don't worry. Join our Talent Network and get notificated about the latest opportunities.

Join Talent Network >



#### IBM

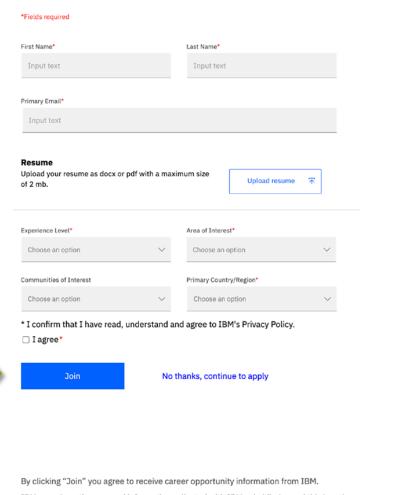
IBM Careers English ✓

Fields required



## Before you apply

Join our Talent Network. Tell us more about yourself and we'll keep you up to date regarding upcoming events and career opportunities that match your interests.



IBM may share the personal information collected with IBM subsidiaries and third parties globally.

Please consult our Privacy Policy to know more about how we collect, use and transfer the personal data we will be requesting.



IBM will not be providing visa sponsorship for this position now or in the future. Therefore, in order to be considered for this position, you must have the ability to work without a need for current or future visa sponsorship. We consider qualified applicants with criminal histories, consistent with applicable law. Being You @ IBM IBM is committed to creating a diverse environment and is proud to be an equal-opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender, gender identity or expression, sexual orientation, national origin, caste, genetics, pregnancy, disability, neurodivergence, age, veteran status, or other characteristics. IBM is also committed to compliance with all fair employment practices regarding citizenship and immigration status. State / Province United States New York City / Township / Village **IBM Business Group** Armonk F&O Primary job category Secondary Job Category Finance Other Finance Role ( Job Role ) **Employment Type** Financial Analyst Full-time OR Part-time Contract type **Projected Maximum Salary** \$95,700 Internship **Projected Minimum Salary New Collar Role** \$69,600 Yes **Early Professional Track** Position Type Core Business Intern Travel Required Company (0147) International Business Machines Corporation No Travel Is this role a commissionable/sales incentive based position? Company Label No IBM @ English (United States) Infinite Talent Privacy Statement



## **TIPS**

- Follow up with employers
- Consult your spams
- Be prepared, ask questions, use Glassdoor
- An interview is a two-way street
- Level of English
- Smile! Share your enthusiasm
- Thank you email
- Take your time





## WE CAN HELP!





STEP 3

PROGRAM APPLICATION FOR DS-2019





Pay online | Partners | FAQ

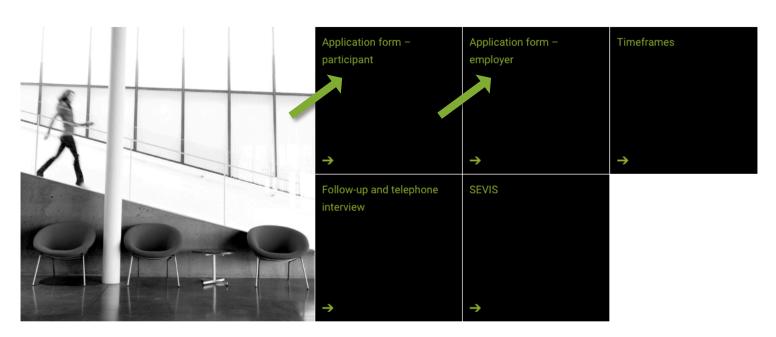
PARENTHESE PROFESSIONALS STUDENTS CONTACT FR EN







## **DS-2019 APPLICATION**



Note to V.I.E. participants: contact us! You benefit from preferential pricing thanks to our partnership with Business France. Please contact us so we can email you the appropriate documents.



### **DS-2019 TIMEFRAMES**

Turnaround times are counted from the moment your employer gains access to the online application form.

Standard	15 business days
Accelerated	10 business days*
Expedited	5 business days*

Add **2** business days if your host company needs a site visit

\*Accelerated and Expedited options cost extra

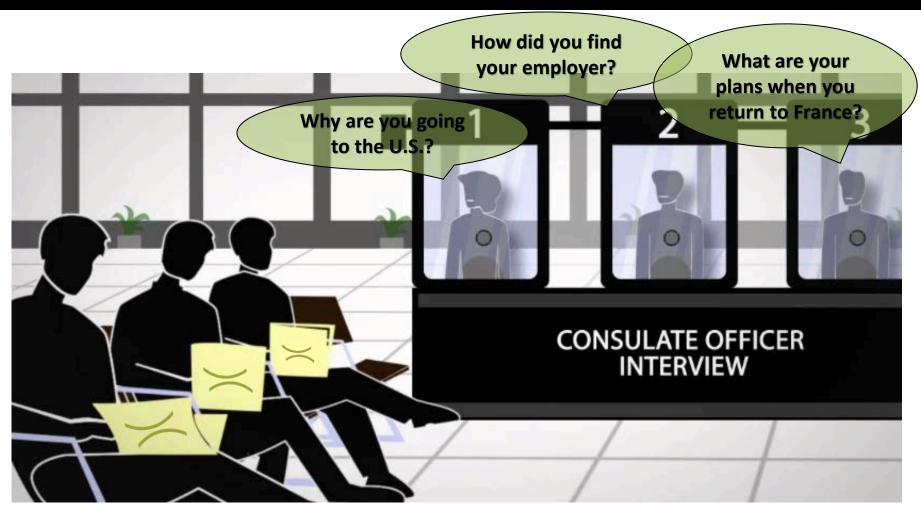




STEP 4

VISA AND AIRPLANE TICKET









#### **EMBASSY OF THE UNITED STATES OF AMERICA**

VOTRE VISA DE SEJOUR TEMPORAIRE A ETE APPROUVE.

Votre passeport vous sera retourné selon le mode d'expédition que vous avez choisi lors de votre demande de rendez-vous en ligne. Vous serez informé par email lorsque le passeport sera prêt à être expédié ou retiré. Les délais de distribution ne peuvent être garantis. Nous vous suggérons donc de ne pas acheter vos billets d'avion avant d'avoir reçu votre passeport avec le visa. Pour des informations complémentaires sur le service d'expédition des visas ou pour consulter la liste des questions les plus fréquemments posées, merci de bien vouloir aller sur le lien suivant: <a href="https://ais.usvisa-info.com/">https://ais.usvisa-info.com/</a>

NOTE: Le 12 novembre 2019, la validité maximale pour certaines categories de visas et nationalités a changé. Ce changement s'inscrit dans le cadre d'une révision des conditions de délivrance des visas pour tous les pays. Si vous avez des questions sur la dates de validité de votre visa, veuillez consulter le document suivant :

https://travel.state.gov/content/travel/en/us-visas/Visa-Reciprocity-and-Civil-Documents-by-Country/France.html

Š

Bon Voyage!



## **TOTAL TIMEFRAME**

Between the moment you **open your application** and the receipt of your **J-1 visa**, count on approximately **4 weeks**.



#### **PROGRAM FEES**

Unique sponsor = Unique and transparent fee schedule



Sponsor fees are most often covered by the employer NEGOTIATE



### **PROGRAM FEES**

1-3 months	_€1,405
4 months	_€1,535
5 months	_€1,655
6 months	_€1,780
7 months	_€1,880
8 months	<b>_€1,985</b>
9 months	_€2,100
10 months	_€2,200
11 months	_€2,320
12 months	_€2,435
13 months	_€2,535
14 months	_€2,630

#### **PROGRAM FEES INCLUDE**

- DS-2019
- DS-7002
- SEVIS fee
- Application fee
- Insurance
- Site visit
- 24/7 hotline
- ...

#### **PROGRAM FEES DO NOT INCLUDE**

- U.S. Embassy MRV fee \$185 (~€175)





### **BUDGET J-1 INTERN**

Total J-1 Intern 3 months\_\_\_\_\_**€1,580** 

Total J-1 Intern 6 months\_\_\_\_\_**€1,955** 

(Fees above include sponsor & visa fees)



Average monthly salary for a 1<sup>st</sup> or 2<sup>nd</sup> year student\_\_\_\_\_\_\$1,500

3<sup>rd</sup> year or Masters\_\_\_\_\_\$2,500+

Average salary for paid SciencesPo participants in the last two years: \$3,073/month\*

\*only 6 participants accepted unpaid positions. Monthly salaries ranged from \$0 – \$6,080.



### **STEP BY STEP**



Employer search





CIEE x Parenthèse online application form



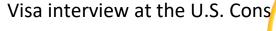
Application vetting by Parenthèse





Application vetting by CIEE





purchase



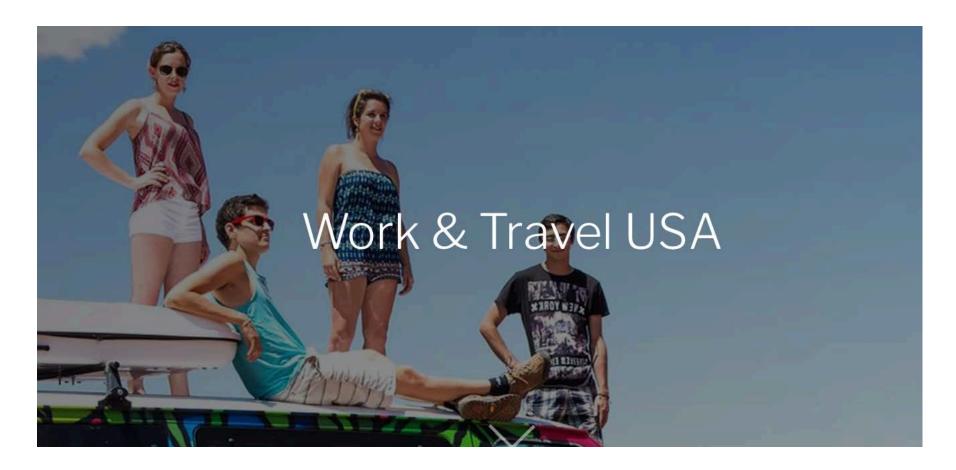
14, Place Occitane, 31000 Toulouse Tel: +33 (0)5.62.27.19.28

E-mail: info@travelvoyages.fr





## **WORK & TRAVEL USA**





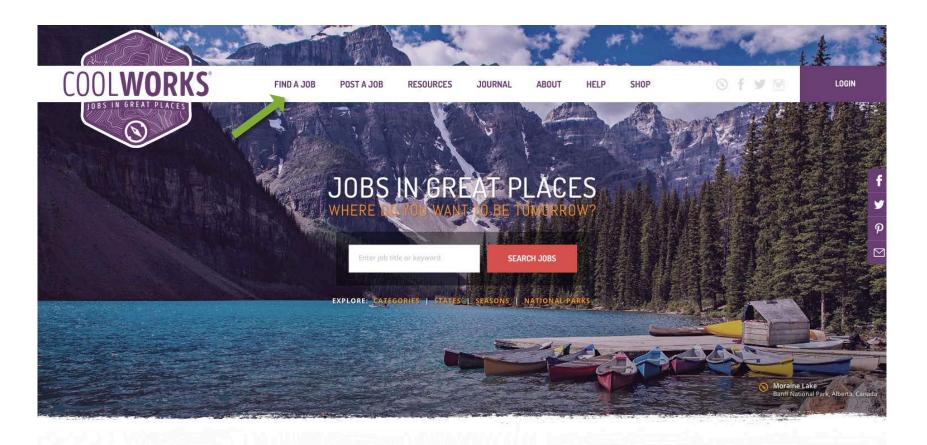
#### **WORK & TRAVEL USA PARTICIPANT ELIGIBILITY CRITERIA**

- ✓ All nationalities eligible
- Must be between the age of 18 and 30 years old
- ✓ Minimum of 32 hours per week
- ✓ Sufficient language skills
- Must be pursuing a Bachelor's degree or higher

- Geographical restrictions: please check-in with Parenthèse ahead of time
- Dates and duration: maximum of 4 months between June 1st and September 30th



## **WORK & TRAVEL USA**



THIS IS YOUR LIFE. GO LIVE IT.



### **BUDGET WORK & TRAVEL USA**

Parenthèse Fees \_\_\_\_\_\_\_ €1,400

Flat rate for up to 5 months

(includes insurance and mandatory SEVIS fees)

Visa \_\_\_\_\_\_ €1,575

Total \_\_\_\_\_\_ £1,575





#### **WE ARE HIRING!**



We are looking for motivated young people to join our small team in Paris (remote work not available).

If you're interested in helping young people go to the United States on professional exchange programs, have excellent written and verbal communication skills in both French and English, send us your résumé by email to alv@parenthese-paris.com.





# www.parenthese-paris.com

17, rue Notre-Dame des Victoires
75002 Paris

**&** +33 (0)1.43.36.37.07

contact@parenthese-paris.com