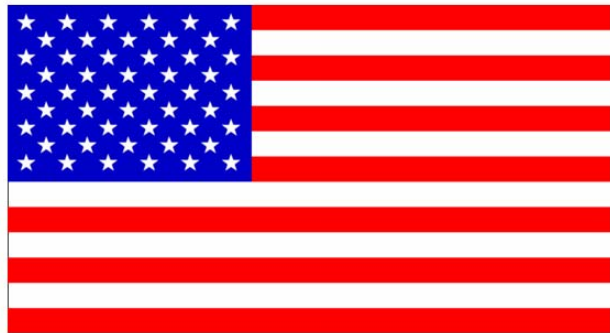


Internship Experience Program in

USA



RUYTERKADE 106 – 1011 AB – AMSTERDAM
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USA

DAILY LIFE

American people are very friendly. They enjoy sharing with others. The fact that they live in a mix of cultures and religions makes them open minded and polite. Americans think positive. They love entertainment, dining out and leisure. They see everything at the scale of their country: BIG!

BUSINESS LIFE

Being an intern in America means you have to adapt yourself to their working environment. Mentalities are all about showing your willingness to work. At first, it can happen that the company gives you ungrateful duties, then they will analyze your determination, and after that they will give you interesting things to do. To learn a business is helping from the beginning to the end. The only way to get better responsibilities is to show you are the best in what you are doing, no matter what it is!

Working days are Mondays through Fridays from 9.00 am to 5.30 pm with a half-hour break for lunch time.

Bank holidays are :

January 1st (New year's day)
January 15th (Martin Luther King Day)
February 19th (President's Day)
May 28th (Memorial Day)
July 4th (Independence Day)
September 3rd (Labor Day),
October 8th (Columbus Day)

Americans enjoy sharing time out with employees on special events.

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MIAMI

WARM ALL YEAR AROUND

Miami is located on the Atlantic coast of Florida at the southern tip. It is warm year around and usually very hot and humid during the summer months. Most tourists prefer to visit during October through April. Outdoor sports and swimming are open all seasons, so be sure to take your swimming suit and plenty of cool clothing. A sun hat and a good sunscreen are essential even in the winter months. In Miami, the dress code is always casual, sundresses, jeans or walking shorts are appropriate during the day. A few higher-class restaurants require jackets and ties, but most do not.

Hundreds of thousands of Hispanic immigrants from Cuba, Puerto Rico, Central America and South America have settled in Miami. Spanish is spoken almost everywhere in the city. Many signs are in both English and Spanish especially those near the Latin district known locally as "Little Havana". Cubans originally settled in the area around Calle Ocho Street (Southwest Eighth Street) more than 20 years ago. Today, this colorful area embraces immigrants from all over Latin America.



MIAMI and MIAMI BEACH

Attractions in Miami

If you can tear yourself away from the beach, you might want to visit the Parrot Jungle and Gardens, the Monkey Jungle, the Metrozoo, Vizcaya (a fabulous Italian Renaissance-style villa), the Metro-Dade Cultural Center, or the Holocaust Memorial. You can also take tours by boat, plane, helicopter, walking or driving. All sorts of water sports are available like boating, fishing, skin diving, surfing, snorkeling and water skiing. Golf and tennis are popular. Horse racing, greyhound dog racing and Jai alai are favorite spectator sports.

Miami Beach provides plenty of nightlife. The large hotels have elaborate stage shows and the Art Deco District is filled with bars and nightclubs. Find a free copy of "This Week in Miami-Miami Beach" at any hotel. It will list all of the current shows and entertainment attractions.

Dining and shopping

Both Miami and Miami Beach offer many excellent restaurants with a diverse selection of cuisine. Fresh seafood is the local specialty. Joe's Stone Crab restaurant is a very popular Miami Beach landmark known for its large portions of excellent food. Wherever you eat, be sure to try some Key Lime Pie, a famous Florida dessert.

There are plenty of good shopping opportunities in the Miami area. For exclusive shopping, go to the Ball Harbor Mall. Other shopping centers include Bayside Market Place, Coconut Grove, The Falls, Aventura Mall and Cocowalk. If you are a serious bargain hunter, don't miss the 173-store Sawgrass Mills Factory Discount Mall in Sunrise, Florida 40 min north of the city. In the Little Havana area, there are many small shops with unusual and interesting items, but you may have to speak Spanish to get the best deals.

National Parks

There are two large National Parks near Miami. The Everglades National Park is the largest remaining subtropical wilderness in the USA. It has more than 1.5 million acres of natural habitat with over half of it under water. The main entrance is reached via Florida City south of Miami. It is open all seasons. Biscayne National Park is also reached by traveling south through Homestead. It consists mainly of unspoiled coastline, islands, crystal-clear ocean waters and coral reefs. The majority of Biscayne Park is under water along the southern tip of the Florida Peninsula and around the northern keys. If you visit either park, remember to take your mosquito repellent and sunscreen!

Personal safety

Safety and personal security are always concerns in any large city. Miami received some unfavorable publicity a few years ago when several tourists were robbed and murdered. The city does have a high crime rate, but it is still relatively safe for anyone exercising common sense. Do not venture away from the tourist areas into dangerous neighborhoods after dark! Always lock cameras, luggage and valuables out of sight in the trunk of your car! Never leave money or valuables in your hotel room!



INTERNSHIP EXPERIENCE PROGRAM IN MIAMI

- This is a program with a minimum duration of 3 months.
- You will carry out your internship in the professional field you choose.
- You will have the help and advice of a qualified member of our partner organization in Miami.
- Accommodation can be arranged for you.
- This program is designed for any student of 18 or older who speaks good English and who wants to take the chance to develop his or her personal skills and working experience.
- With this program you will improve your communication and linguistic skills and deepen in the knowledge of working in the US.

Example of available internships:

- Chemical & Bio Sectors
- Handicrafts
- Media & News Paper
- Social Work
- Administration
- Medicine
- Theatre
- Publicity
- Agriculture – Ecology
- Consulting & Engineering
- Travel agencies & Congress
- Import-Export
- Architecture & Graphic Design

ACCOMODATION & TRANSPORTATION

Accommodation

It is very expensive to rent an apartment in the US; therefore Stageplaza arranges accommodation for students together in shared apartments.

This way your rent will be between 470 \$ and 500 \$ dollars monthly, all utilities included. When you arrive, you will have to pay the first month rent and one month rent deposit. Depending on your requirements we can provide you accommodation in the centre where everything is going but usually the company will be 45 minutes by bus. Otherwise we can accommodate you closer to the company but you will be far from leisure's, restaurant etc. When you got the internship trough Stageplaza, please, specify whether you want to be close to the company or closer to activities from leisure areas.

Transportation

Transportation in Miami is sometimes disorganized but you can make it easily. Unfortunately, it is not the same as in Europe with frequency, routes and schedule but it is also an experience to take public transportation in the US. Most of the people using this network are lower class people. So, you will get to see all kind of people. It is safe to use public transportation before night time.

For Miami, the following website is very good for information about transportation:

www.1800234ride.com. Or, you can call the same number: 1800.234.7433., they will assist you with schedule and changes and which bus to take from where you live to where you go. You can pay a monthly card which will cost you 60 \$ or pay one trip by one at 1,25 \$. There is a bus, a metro and a train in Miami. But do not expect it to be like public transport in Europe! It is a trip to use them in Miami, but fun!

Please take a look at the last page of this brochure in order to find a map of public transport in Miami.

BUDGET

In order to get an internship in the US, you need to foresee a budget.

Fees:

Administration	€100,-
Placement 3 months	€700,-
Placement 6 months	€910,-
Placement 9 months	€1120,-
Placement 12 months	€1330,-

Other costs:

Visa	\$ 700,-
Plane Ticket	\$ 500,-
Accommodation	\$ 450,- / \$500,- per month
Unlimited Transportation	\$ 60,- per month
Food	\$ 280,- per month

Salary:

You will earn at least \$800,- per month for your internship. Most companies pay their employees every week or every two weeks. You will be under the same conditions as employees. You will usually get checks from the company that you will cash from any bank, it is better to cash from same bank as company for avoiding fees. You will need to show documents of identification for cashing the check.

Banking

Open a bank account:

If you want to open a bank account, you will need several forms of identification:

- Your passport
- Driver's license or state identification card (not required for all banks)
- Social Security card
- Proof of where you are living (e.g. phone or electricity bill, or lease with your U.S. address)

- Letter from your employer verifying employment

The two main types of accounts available are checking and savings:

CHECKING: A checking account allows you to deposit money and withdraw money. You can use checks to pay bills and make purchases as well. Most banks offer Automated Teller Machine (ATM) cards as a service (ask for it when you open a bank account). With this card, you can access your account to check your balance or withdraw money 24 hours a day. Many ATMs charge a small fee for this service (usually no more than \$2 per transaction), except for those specified by the bank you open an account with, plus \$1 or \$2 if you use an ATM machine from another bank. **SAVINGS:** You can also choose to open a savings account, which is more limiting than a checking account. A savings account earns interest over time, but may restrict the amount of your withdrawals. Please note that most banks will not cash checks issued from other states (out of state) banks.

Automatic Teller Cards (ATM)

Automated teller machines (ATMs) can be found throughout the U.S. At least two banking networks, the Cirrus and the Plus network, offer services at machines in many locations across the U.S. and many countries. Before departing to the US, check with your local financial institution to verify if you can use your card at some of these machines. Banks may charge a fee of between \$1-\$2.50 per withdrawal for using an ATM machine belonging to another bank.

Credit Cards

Most Americans have credit cards. They are a convenient, safe way to make large purchases or to get cash advances from banks. We suggest you bring one from home (ask your bank if you can use your credit card in the United States). It is almost impossible to apply for a credit card in the U.S.

Traveler's Checks

Traveler's checks are a convenient and safe way to finance your travel. They are refundable if lost or stolen and can be purchased at any bank. When you buy traveler's checks, make a separate list of check numbers and buy small denominations. Some establishments do not accept traveler's checks; ask before you shop. Where a business specifies "no checks accepted", this usually refers to "personal checks" from your bank account, not traveler's checks.

EXTRA INFORMATION

Payment

All payments are in Euros and have to be fulfilled before the first day of the program. You will receive a bill from Stageplaza once everything is settled.

Cancellation

Cancellation	Participant
Cancellation after interview with employer	No cancellation fee
Cancellation after signing terms & conditions (Visa arrangements have already started)	Cancellation fee of 20%
Cancellation after placement confirmation or failing to return the completed Visa documents.	Pay full Negotiation Fee
Cancellation within 20 days before departure	Pay full Negotiation Fee

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Tipping

Americans generally tip the waiter/waitress 15 to 20 percent of the price of the meal excluding the sales tax. Similar practices apply to bartenders, taxi drivers, hair stylists, and various service industry individuals. If you like the job the waiter or waitress did, show them by paying a bigger tip. Tip less if you did not like the service.

Time difference

The U.S. is divided into four time zones - Eastern, Central, Mountain, and Pacific. When it is 12:00 noon Eastern Time, it is 11:00am Central, 10:00am Mountain, and 9:00am Pacific.

Electricity

The U.S. electrical system uses 110 volts, 60 hertz (cycles). If you are bringing appliances from home, they are probably designed for Europe's electrical system, which uses 220 volts. You will need to purchase a transformer and plug adapter that can accommodate the wattage of the particular appliance you will be using.

Temperature

When judging temperatures, an easy formula for translating Fahrenheit to Celsius is to subtract thirty from the Fahrenheit number and divide by two. To convert Celsius to Fahrenheit, multiply the Celsius number by two and add thirty.
For example: 20°C = 68°F, 30°C = 86°F, 10°C = 50°F

Metric conversion

1 mile = 1.6 kilometers 1 liquid quart = 0.95 liters
1 yard = 91.4 centimeters 1 gallon = 3.8 liters
1 foot = 30.5 centimeters 1 pound = 454 grams

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1 inch = 2.54 centimeters 1 ounce = 28 grams

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