



*Where will Apex USA take you?*

# 2010 Program Application

Internship Program

**Apex USA use ONLY. Please do not write in this box.**

Complete Application:  yes  no  
 Student Status Report:  yes  no  
 References:  yes  no  
 Passport:  yes  no Expires \_\_\_/\_\_\_/\_\_\_\_  
 Group:  yes  no Group No: \_\_\_\_\_

Attach Your Photo Here. Please write your name on the back of photo.

**Be certain to include a copy of your passport information page with this application**

## Personal Information

Last Name:*		First Name:*		Middle Name:*
Date of Birth: (MM/DD/YY)*		Age:*	Gender:*	City of Birth:*
		<input type="radio"/> Female <input type="radio"/> Male		
Country of Birth:*		Country of Citizenship:*		Passport Number:*
Phone Number:*		Mobile Number:*		Email Address:*
Permanent Mailing Address:*				
City/Province:*		Country:*		Postal Code:*

## Emergency Contact

Name:		Relationship:	Phone Number:
Contact's Address:			
City/Province:		Country:	Postal Code:
Email Address:			Does this contact speak English? <input type="radio"/> yes <input type="radio"/> no

## Education

Do you currently hold a degree? <input type="radio"/> yes <input type="radio"/> no		Graduation date, if applicable:	Major Field of study:
Secondary Field of study:		Years of English Language:	Have you taken the TOEFL? <input type="radio"/> yes <input type="radio"/> no If yes, Score:
University's Address:			
City/Province:		Country:	Postal Code:
Other Languages Spoken:		Have you ever participated in a J1 program in the past? <input type="radio"/> Yes <input type="radio"/> No Explain:	
What computer programs/software are you familiar with? (e.g.: Word, Excel, PowerPoint, Access, Outlook, Publisher, Photoshop, others):			

## Internship related Experience

Have you participated in any form of training/internship program in the past? Please explain:

Please explain any special training in this field that you may have:

Please explain any prior work-related experience that you may have, including employer's name and position held:

Dates you are available to begin Program:

## Condition of Health

Do you have any medical condition(s) that may restrict your program participation? If yes, please explain:

Are you currently under the care or supervision of a Physician for a long-term or permanent condition? If yes, please explain:

Are you currently taking any medication? Please list.

Do you have any allergies or other health problems what will affect where you train or your ability to train?  yes  no Explain:

Do you have any condition that may hinder you from standing on your feet for long periods of time, training long hours, or lifting large or heavy objects?  yes  no

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## Regulations

Do you understand that as a J-1 participant that you must remain with your assigned Host Company? And if you have difficulty with your Host company or internship program you must contact the APEX USA OFFICE in Clinton Oklahoma?

yes  no \_\_\_\_ (initial)

Do you understand that you may not have a job in addition to your internship program?  yes  no \_\_\_\_ (initial)

VERY IMPORTANT – Do you understand that if you leave your Host Company for any reason and do not contact APEX USA to be re-assigned, will result in immediate sponsorship termination, thereby reducing your status to TERMINATED, and directly affecting your ability to enter the United States in the future?  yes  no \_\_\_\_ (initial)

Please see the Rules/Regulations/Guidelines sheet for more information.

Have you ever been convicted of a crime in your home country?  yes  no Please Explain:

What is the EARLIEST date you would be able to travel to the USA? \_\_\_\_\_

What is the LATEST date you can remain in the USA? \_\_\_\_\_

I have read and understand the application. I understand that I may only receive one placement, and that failure to accept the terms of this placement without a valid explanation may lead to my cancellation from the program. The above information is true to the best of my knowledge and belief. I also understand that any false statements in this application will result in termination of my program with no refund:

Applicant's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian's signature: \_\_\_\_\_ Date \_\_\_\_\_



# 2010 Reference Form

## Internship Program

**Applicant's Name:** \_\_\_\_\_

The information below must be completed by a former employer or university professor of the above mentioned applicant.

Name: \_\_\_\_\_  
Surname First Middle

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Tel/Fax: \_\_\_\_\_

What is your connection with the applicant? \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

Are you related to the applicant in any way? \_\_\_\_\_

**Please rate the applicant in the following areas:  
Use a scale of 1 to 10, with 10 being Outstanding and 1 Poor.**

Maturity _____	Flexibility _____	Responsibility _____
Leadership ability _____	Cooperative _____	Initiative _____
Patience _____	Enthusiasm _____	Self Confidence _____
	Resourcefulness _____	Dependability _____

Describe in detail the three best attributes of the applicant:  
\_\_\_\_\_  
\_\_\_\_\_

Describe the applicant's ability to relate to different age groups and nationalities:  
\_\_\_\_\_  
\_\_\_\_\_

Do you recommend this applicant to participate in the Work/Travel or Internship/Training Program through APEX USA Inc.?  
\_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**Thank you for assisting APEX USA Inc. in evaluating the qualifications of this applicant.  
Please put any additional comments on the back side of this form.**



# 2010 Essay Questions

## Internship Program

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Please type or print your answers clearly. Be as specific as possible.

### About You

What are some of your strengths and skills that can benefit a company for which you intern?

Explain how you can communicate and interact with people who are different from you

How do you plan to prepare yourself for your participation in the Internship?

### About your Career Goals

How does this proposed internship relate to your field of study?

Describe your career goals (be specific)

How will this Internship fit into your career goals?

## About your Internship Goals

Describe your desired training (include the kind of experience, management levels, and training you want to be exposed to)

List the academic courses that you have taken in preparation for this Internship

How would the successful completion of a J1 Internship assist you in the future?

Last Name, First

Field of Training

Program Sponsor:

Program Number: