



1 SEVIS REGISTRATION:

- Register with SEVIS on the Alliance Abroad Group (AAG) website (www.allianceabroad.com/sevis) with your U.S. home address within 7 days of your arrival. You cannot register before you arrive or before the start date on your DS-2019 form.
- SEVIS will not accept P.O. (Postal Office) boxes. If you do not provide this information, you will put your visa status at risk, and you will also delay your social security card, which will not be sent until we validate you in the system.
- If you cannot access a computer or have problems, please call us at 1-866-IM-IN-USA (1-866-464-6872).
- If you move, you must register again with your new address.

2 GO TO YOUR ASSIGNED JOB!

- You must go to your assigned job or your visa will be at risk. The employer will be expecting you within 2 days (48 hours) of arrival in the U.S. and as close to the start date on the contract as possible.
- You should find arrival instructions to your host company in the job offer provided by your home country agency. This information will have details about important contacts, how to get to your host company & when to contact them.
- If you arrive late at night or on a weekend, you may have to arrange your own stay until the following business day.

3 DON'T LEAVE YOUR JOB!

- You may not change jobs or leave your job without permission from both AAG and your employer.
- AAG will generally only give permission to change jobs if the employer cannot or does not honor the contract (not enough hours, etc.) and you and the employer have tried to find a solution.
- If you leave your job without permission or if you leave before the end of the contract without permission, your visa will be at risk of termination.

4 HOUSING:

- AAG or the employer has provided you with temporary or permanent housing options. In certain cases, you will be responsible for reserving temporary housing before you arrive, and neither AAG nor the employer can make the temporary housing arrangements for you.
- If you have housing arranged by the employer, be sure you know what the requirements are for deposits. If your job includes housing, you are not allowed to find your own housing.
- Once you make a commitment to housing, please understand that you are legally obligated to pay rent on time and through the end of your contract.

5 BRING ENOUGH MONEY!

- You will not be paid for at least 2 weeks after you have started working, sometimes longer.
- Some host companies cannot pay you until you have received your social security card.
- Bring at least USD \$500 with you to cover living costs until you are paid. This does not include the cost of domestic travel from orientation to your job site or any start-up housing costs.

6 BRING YOUR JOB OFFER!

- The job offer tells you what to expect (hours, wages, conditions etc.) as well as housing arrangements (if applicable).
- If you are not getting what is written on the job offer, talk to your supervisor at your host company. If your supervisor cannot help you, please call Alliance Abroad Group for assistance at 1-866-IM-IN-USA (1-866-464-6872).

7 INSURANCE:

- Your coverage is effective for the dates on your DS-2019 form. You can find more information about the policy on our website (www.allianceabroad.com/participants/insurance.htm).
- You are allowed to travel in the United States for a period of up to 30 days after the end date on your DS-2019 form. You are not insured for this period. Contact AAG to purchase additional insurance.