



Confirmation Form
INTERNSHIP USA EXTENSION (J-1 INTERN EXTENSION)

Please email your documents to:
contact@parenthese-london.co.uk

Personal details

Please indicate your last name, first name and **all** your middle names **exactly as they appear on your passport**

LAST NAME F M

FIRST AND MIDDLE NAME(S)

Billing address

NAME OR COMPANY NAME.....

ADDRESS

POSTAL/ZIP CODECITY / STATE / COUNTRY

NAME AND EMAIL OF HOST COMPANY CONTACT.....

Dates and fees

ORIGINAL INTERNSHIP END DATE / /
day month year

INTERNSHIP EXTENSION START DATE / /
day month year

INTERNSHIP EXTENSION END DATE / /
day month year

RETURN DATE / / (MAXIMUM 30 DAYS AFTER YOUR EXTENSION END DATE)
day month year

ATTENTION : YOUR FEES WILL BE CALCULATED BASED ON YOUR EXTENSION START DATE AND YOUR RETURN DATE. ANY TOURSIM (GRACE) PERIOD PAYED FOR BUT NOT USED DURING YOUR INITIAL PROGRAM WILL BE DEDUCTED FROM YOUR NEW INVOICE.

YOUR PROGRAM DURATION WILL BE CALCULATED AS PER THE EXAMPLE BELOW:

FROM JANUARY 15 TO JULY 15 = 7 MONTHS
FROM JANUARY 15 TO JULY 14 = 6 MONTHS

Fees (including insurance)

1 - 3 months	<input type="checkbox"/>	855 GBP
4 months	<input type="checkbox"/>	911 GBP
5 months	<input type="checkbox"/>	983 GBP
6 months	<input type="checkbox"/>	1042 GBP
7 months	<input type="checkbox"/>	1124 GBP
8 months	<input type="checkbox"/>	1181 GBP
9 months	<input type="checkbox"/>	1249 GBP
10 months	<input type="checkbox"/>	1331 GBP
11 months	<input type="checkbox"/>	1388 GBP
12 months	<input type="checkbox"/>	1467 GBP
13 months	<input type="checkbox"/>	1534 GBP
Optional, Acceleration fee (receipt of your DS-2019 in 2 weeks maximum)	<input type="checkbox"/>	120 GBP
Optional, Expedited fee (receipt of your DS-2019 in 7 <i>business days without site visit</i> or 9 <i>business days with site visit</i>)	<input type="checkbox"/>	1060 GBP
TOTAL		_____ GBP
All fees subject to change without notice		

PLEASE CHOOSE YOUR PAYMENT METHOD:

- CHECK TO THE ORDER OF PARENTHÈSE LTD
- WIRE TRANSFER /BACS (YOU WILL RECEIVE OUR BANK DETAILS BY EMAIL)

Terms and conditions

The above program fees include a handling fee of £100. All reimbursement requests must be sent by email to Parenthèse who will apply the following conditions:

- **The £100 handling fee is non-refundable, regardless of the reason or date of cancellation.** Should you cancel your application prior to having settled your program fees, **the £100 handling fee will be due to Parenthèse.** However, the fee will be credited towards a future application, should you decide to reapply at a later date.

In **addition**, cancellation fees will be applied as specified below:

Cancellation prior to extension start date

- £300 for any cancellation request before the extension start date but after new DS-2019 issuance (return of original DS-2019 is mandatory).

Cancellation after extension start date

- No refund will be given.

Reimbursement of acceleration or expedited fee

- The acceleration or expedited fee will only be refunded if the turnaround time is not respected due to an error or negligence on the part of Parenthèse or CIEE. Should the timeline not be respected due to the employer, there will be no refund.

Date _____

Signature: