

USEH

Spain Internship Program

Services Included in the Program Fee

- ✳ Host Company and Full Program details;
- ✳ Placement with a Host Company for a Traineeship Program prior to participant's arrival at destination;
- ✳ Professional review and optimization of applicant's resume;
- ✳ Administrative Assistance with: Personal Documents preparation to apply for the visa;
- ✳ Arrival transfer Coordination (It must be paid in advance. The price of the transfer is not included in Nexus Fees);
- ✳ Assistance with housing arrangement (if needed);
- ✳ Assistance with arranging Health, Travel, Accident and/or Health insurance;
- ✳ Assistance with in-country Consular Services;
- ✳ Assistance with in-country Visa Extension processes;
- ✳ In-program services while in Host Country (regular follow ups with Participant and Host Company, support for challenges and emergency);
- ✳ 24/7 Emergency Phone Number for In-Country Services;
- ✳ Assistance with program-end, exit procedure, request for reference letter or program completion certificate with Host Company

Application process

- ✳ Upon deciding to apply for the program, the applicant should present his/her resume to USEH and/or fill out the online application form at the USEH website.
- ✳ If the applicant is found to be eligible for our programs, s/he is invited for an interview with USEH Consultants.
- ✳ Applicants who pass the interview and evaluation are then invited to complete an official application.
- ✳ To complete the official application, the applicant must submit the required documents, including the application fee, which is nonrefundable.
- ✳ The placement process will begin for the official applicants, which will take 6-12 weeks under normal conditions.
- ✳ Once the participant is secured a position, the offer letter, including the conditions such as hours per week, stipend, training plan, housing, etc., will be provided to the participant for review and signature.
- ✳ In addition to the placement agreement (between the intern and the host company), the intern will be asked to sign an agreement with USEH. This agreement will outline the responsibilities and duties of parties, the intern & USEH. USEH will not take further responsibility for any intern who violates the agreement conditions during the program.

Program Fees

3-6 Months Program Fee	1,250 EURO
7-12 Months Program Fee	1,550 EURO
Includes all services listed	

**application fee 750 EURO*

What Our Program Fees do not include:

- Airplane tickets
- Accommodation costs if the host business does not offer it for free.
- Visa fees
- Cost of the health insurance

Application Requirements:

- You must be between 18 and 30 years old
- Currently enrolled in hospitality, tourism, gastronomy or any similar degree
- A proficient English level
- Meet the requirements needed in order to obtain the visa.



Spain Internship Program

Our mission at USEH is to provide dependable guidance, in developing careers of young students and professionals, by creating a bridge for them to reach international positions and also to supply leading operations with enthusiastic international talents.



Fields of Internship

Paid Internship Fields: Hospitality & Tourism Management
(application fee: 750 EURO)

Program Duration

Intern programs are available for 3-12 months.



Monthly Stipend

The intern income ranges from 100-600 EURO per month, depending on the company/ position. Generally, weekly hours are approximately 35-40 hours per week. In some cases if employer offers accommodation and F&B there will be no stipend offered.



Travel Arrangements

Interns/interns are responsible for their own airfare; however, USEH consultants determine the departure date. USEH can provide assistance in obtaining discounted airfares.

Health Insurance

Participants must purchase a travel insurance prior to their departure and present it to USEH Office. The insurance must cover certain terms based on to the Spanish visa requirements. Coverage requirement/ details can be obtained from USEH Office.



Ongoing Consultancy

USEH provides a continued advisory for the interns and the host companies along with its partner organizations as well. The ongoing intern program will be evaluated periodically, and each intern and host company will be asked to provide an evaluation.

Housing

Usually the host company provides housing options at the intern's expense. If the host company does not provide assistance for housing, USEH will provide the necessary assistance in finding temporary or permanent housing at the intern's expense.