

YanoGlobal

J-1 Exchange Visitor Visa Program Guideline

The J-1 visa is a U.S. non-immigrant exchange visitor visa that allows foreign nationals to participate in approved work-and-study exchange programs, including internships, traineeships, and seasonal roles. YanoGlobal partners with designated sponsor organizations to place candidates from the Caribbean, Central America, and South America with verified U.S. host employers.

APPLICANT REQUIREMENTS

Personal Documentation

- Valid passport (6+ months validity)
- Passport-style photograph
- Birth certificate
- Proof of current address

Background & Character

- Police clearance / good conduct certificate
- Signed declaration of no criminal record

Education & Professional

- Diploma or transcript
- Relevant certifications
- Resume / CV
- English proficiency proof (if required)

Financial & Program Forms

- Proof of funds (if required)
- DS-160 application
- DS-2019 (issued by sponsor)
- SEVIS I-901 fee receipt

Medical & Other

- Medical exam results (if required)
- Vaccination records (if required)
- Signed YanoGlobal program agreement

EMPLOYER REQUIREMENTS

Eligibility Documentation

- Business registration/incorporation proof
- Federal EIN
- Proof of business operations

Job & Placement Documentation

- Detailed job offer letter
- Training/work plan (trainee/intern category)
- Housing info, if applicable
- Worksite address & supervisor contact

Sponsorship & Compliance

- Signed sponsor organization agreement
- Employer compliance forms
- Workers' compensation proof (if applicable)
- Wage compliance confirmation (DOL)

Timeline to Completion

- Program length depends on category: internships run up to 12 months, trainee programs up to 18 months, and summer work travel is typically 3 to 4 months.
- Total processing time before arrival is usually 2 to 4 months, depending on sponsor availability and consulate wait times.

Key Forms Reference

Form	Completed By	Purpose	Avg. Cost
DS-160	Applicant	Online nonimmigrant visa application	\$185
DS-2019	Sponsor/Applicant	Certificate of Eligibility	In sponsor fee
SEVIS I-901	Applicant	SEVIS fee payment confirmation	\$220
Job Offer Letter	Employer	Details of position and terms	No fee
Training/Work Plan	Employer/Applicant	Required for trainee/intern placements	No fee
Sponsor Compliance	Employer	Varies by sponsor	\$800 - \$3,500
Police Clearance Cert.	Applicant	Proof of good conduct from home country	\$0 - \$100

ESTIMATED TOTAL COST

Combining government fees (DS-160, SEVIS I-901) and sponsor program fees, the overall J-1 process typically costs \$1,500 to \$4,500 per applicant, depending on the designated sponsor and program type. Costs are generally split between applicant (government fees, travel, insurance) and sponsor/employer (program administration fees).

Step-by-Step Sequence to Completion

The steps below show the required order of documents, forms, and actions across both the applicant and employer, from initial application through visa issuance and program start.

#	Responsible	Step
1	Applicant	Complete YanoGlobal candidate profile and submit initial application
2	Applicant	Submit personal documentation: passport, photo, birth certificate, proof of address
3	Applicant	Submit police clearance / good conduct certificate and background declaration
4	Applicant	Submit education, resume, certifications, and English proficiency proof (if required)
5	Employer	Register with YanoGlobal as a verified host employer
6	Employer	Submit business registration, EIN, and proof of operations
7	Both	YanoGlobal facilitates candidate-employer matching
8	Employer	Provide finalized job offer letter and training/work plan
9	Employer	Sign designated sponsor agreement and submit employer compliance forms
10	Applicant	Complete medical exam and vaccination records, if required
11	Applicant	Sign YanoGlobal program agreement
12	Sponsor	Designated sponsor organization reviews full file and issues DS-2019
13	Applicant	Pay SEVIS I-901 fee using DS-2019 information
14	Applicant	Complete DS-160 online visa application
15	Applicant	Schedule and attend visa interview at U.S. Embassy/Consulate
16	Applicant	Receive J-1 visa stamp and confirm travel arrangements
17	Applicant	Complete pre-departure orientation provided by sponsor
18	Employer	Confirm start date and finalize onboarding logistics
19	Both	Program begins; sponsor monitors compliance throughout duration