



**U.S. Department of State
Bureau of Educational and Cultural Affairs
Private Sector Exchange**



BridgeUSA

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Guidance Directive – 2024-05

§ 62.32 Summer Work Travel: Housing and Transportation Requirements

Safe and cost-effective housing and transportation are critical components of ensuring the health, safety, and welfare of exchange visitors in all Exchange Visitor Program categories, including Summer Work Travel (SWT). This Guidance Directive clarifies SWT regulations under 22 CFR § 62.32 to help mitigate potential housing and transportation vulnerabilities.

Sponsor Responsibilities Regarding Housing

Regulation 22 CFR § 62.32(g)(9) requires sponsors to consider the availability of suitable, affordable housing (e.g., that meets local codes and ordinances) when making job placements. Sponsors should have a system, such as a database with a standard checklist, to document the safety of housing arrangements and the validity of the housing provider. This best practice is similar to vetting for other domestic third-party entities (such as host employers) that require sponsors to ensure that the entities are reputable (22 CFR § 62.32(n)).

Whether sponsors are identifying housing directly, working with exchange visitors to identify housing, or overseeing host organization efforts to identify housing, sponsors' vetting systems should include, at a minimum:

- Direct contact with the housing provider/landlord.
- Utilization of public information to research housing addresses (including location, transportation routes and costs, possible history of rental issues, etc.).
- Review of housing agreements/lease terms.
- Determination that there are an appropriate number of bedrooms, bathrooms, and occupants.
- Confirmation of occupancy dates.

As per regulation 22 CFR § 62.32(e)(7), it is the sponsor's responsibility to provide information to exchange visitors about available housing prior to departure from their home country. As a best practice, exchange visitors should have housing secured for the full length of their programs prior to arrival; sponsors should provide each exchange visitor their U.S. housing address prior to departure from their home country, including temporary housing if permanent housing has not been secured. Sponsors should maintain records of each exchange visitor's housing address in the United States.

As established in 22 CFR § 62.32(g)(9)(i), in any situation where an exchange visitor is without housing, sponsors must actively and immediately assist with arranging appropriate housing in the period before and during the exchange visitor's program. The Department encourages additional scrutiny for less traditional SWT housing options, e.g., host family arrangements, such as conducting in-person visits or requiring additional references. The Department recommends sponsors conduct criminal background checks for all adult household members over the age of 18 to help ensure exchange visitor safety and security.

If housing cannot be arranged, the sponsor must reconsider the exchange visitor's placement and/or participation in the program.

Sponsor Responsibilities Regarding Transportation

Regulation 22 CFR § 62.32(g)(9) requires sponsors to consider the availability of reliable, affordable, and convenient transportation to and from work when making job placements. Sponsors should have a system, such as a transportation log or verification process, to track and document the vetting of or the oversight of vetting related to transportation options in order to confirm that exchange visitors will have reliable access to essential services such as grocery stores, banks, post offices, healthcare, retailers, etc. As a best practice, routes to and from work should include walking, bicycle paths, and/or public transportation that are safe and within a reasonable distance of the exchange visitor's residence and site of activity. Walking and bike routes should be well-lit at night and include crosswalks to help ensure the safety of exchange visitors. Public transportation must be reliable and affordable.

Regulation 22 CFR § 62.32(e)(7) indicates that it is the sponsor's responsibility to provide information to exchange visitors about transportation prior to departure from their home country. The Department clarifies these rules to remind sponsors that in any situation where an exchange visitor is without safe and affordable transportation options available, the placement must be reconsidered.

Sponsors are also reminded that jobs requiring operation of a vehicle and a driver's license are not permitted. Exchange visitors should not be driving as part of their workday requirements (22 CFR § 62.32(h)(5)).

Thank you for working with us to implement and adhere to these guidelines as we work together to ensure the highest standards of health, safety, and welfare of BridgeUSA participants. We value your partnership and commitment to international exchanges. If you have any questions, please do not hesitate to be in contact with us at JVisas@state.gov.



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