

INFORMATION

for Apprentices

visite addresses apprentices who are interested in spending three to four weeks of their vocational training in a different company and another cultural or language region to enlarge their personal and professional skills. In order to ensure a successful exchange for all the participants, please note the following points.

Goals	Broadening of the personal and professional horizon Gain insight in a different company Deepening of language skills
Planning	The registration must be completed at least six months before the beginning of the exchange. The exchange cannot be completed prior to completion of the first year of apprenticeship.
Duration	Ideally 3 – 4 weeks Possible throughout the whole year
Expenses	The apprentice's wage is paid by the training company. The travel expenses are generally borne by the apprentice. The placement through visite is free of charge.
Contribution of the apprentice	After the exchange, every apprentice must hand in an experience report including pictures. After the exchange, the feedback form needs to be completed.
Accommodation	Whenever possible, apprentices stay with host families. If no host family is found, another suitable accommodation is provided by visite.
Catering	Breakfast and dinner can be eaten at the host family's place. Lunch is organized by the apprentice.
School	Whenever possible, apprentices attend the local vocational school during their exchange.
Organisation	After submission of the complete application form visite starts looking for an exchange company and a host family. Normally, apprentices are responsible for the travel arrangements.
Insurance	Insurance is the responsibility of the participant. Illnesses, accidents and personal liability need to be insured during the exchange in Switzerland as well as abroad. Further insurances for luggage or travel costs can be taken out individually.