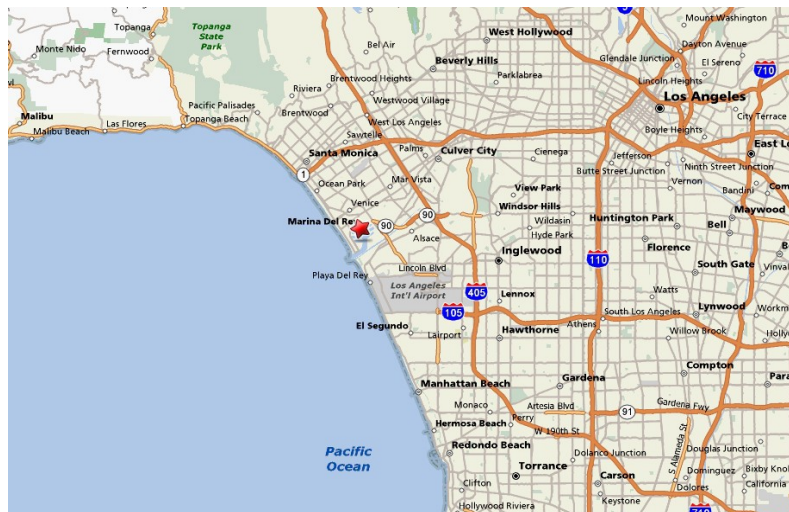# 2022 ICT Summer Research Program
Frequently Asked Questions

The ICT Summer Research Program Timeline

Application Deadline   January 31, 2022

Selection and Interview Process   February/March

Offer Letters emailed   March/April

Research Program Dates: May 17 – August 5
(You will start your program on   May 31 - August 19
one of these dates)   June 14 – September 2

The ICT is located in Playa Vista, Ca.

Our address:
12015 Waterfront Drive
Playa Vista, CA 90094-2536
Phone: (310) 574-5700

The Institute for Creative Technologies is located just a few minutes north of the Los Angeles Airport. We are also approximately 45 minutes from the USC main campus in downtown Los Angeles.

COVID-19

We are planning on holding the internship program in person. Please note that at present, USC requires all students to be vaccinated against COVID-19 (with limited medical or religious exemptions). As the situation evolves, we will continue to be led by USC, as well as public health and federal, state, and local authorities, and will update this information as necessary.

Summer Employment at ICT

The general business hours for the ICT are 9:00 am to 6:00 pm, Monday through Friday. Work days are usually 8 hours per day with a 1-hour unpaid meal period. Your exact work hours may be negotiated with your supervisor, but may not exceed more than 8 hours a day or more than 40 hours per week. The ICT Research Program requires a 10 to 12-week commitment.

If you are selected to participate in the ICT Research Program you will be employed in one of the following 2 categories:

- Visiting Academic

    o Must be enrolled in another university for the fall 2022 semester in a four-year institution. You may be asked to provide a letter from your university stating that you will be enrolled in the Summer of Fall semester 2022 and in goodstanding

    o Monthly stipend/Pay day is 26th of Month

- USC Student Worker

    o Enrolled at USC for the Fall 2022 semester

    o Hourly/Paid Bi-Weekly (Every other Wednesday)

Please note:

1- **The Research Program does not include medical insurance**

- The ICT Research Program does not include health insurance benefits. All participants in this summer program are required to be insured by personal, university, travel or parental/ legal guardian policies. It is recommended that you contact your insurance provider for assistance in locating a medical facility and/or physician before your arrival in Los Angeles.

- The Department of State and J-1 visa regulations require all Exchange Visitors and accompanying J-2 dependents to be covered by adequate health and

accident insurance while in the U.S. Failure to carry adequate insurance may lead to termination of your J-1 status.

- Participants on J1 Visas may be insured by a company from their home county, but should confirm international coverage. Please be aware that if you require medical care at a hospital or clinic in the U.S., you may be asked to pay up front and then be reimbursed by your insurance company. Also see J1 visa insurance requirements http://ois.usc.edu/j1-scholars/immigration-matters/insurance/

2- **Participants who are paid hourly are not eligible for holiday pay**

- Participants paid hourly are not permitted to work nor are compensated on University Holidays.

- The University recognized holidays that fall during this period are: Memorial Day, Independence Day observed, and Labor Day.

3- **International Students with F-1 Visa Status**

- International students studying in the U.S. on an F-1 visa are required to receive approval from your school's International Student Office for CPT at 40 hours per week; this approval must be noted on page 3 of your I-20 document. This documentation is required and must be presented on the first day of the program at orientation.

4- **International Students Needing a J-1 Visa**

- If you are an international student not currently studying in the U.S., you will need a J-1 visa in order to participate in this program. Upon being selected to the program, we will contact you in regards to the forms and additional information necessary for obtaining the required visa.

WHERE TO LIVE

There are a variety of living arrangements available to you during your stay in Los Angeles. Below is a list of resources that may assist you with locating living arrangements during your visit to Los Angeles.

Please note that USC/ICT does not officially endorse any of the options listed below, but simply offers the information as a courtesy.

1.   Air BNB https://www.airbnb.com/

2.   http://www.padmapper.com/

3. USC Summer Housing* – available from approximately May 15 through August 7. Information about housing for the upcoming summer is generally available in mid-March on the USC housing site: https://housing.usc.edu/index.php/summer-housing/

* You will need to obtain your USC ID from us to apply for USC summer housing. ICT is approximately 45 minutes (10 miles) from the main campus and campus housing. There is a shuttle that runs between USC's main campus and ICT.

4.   Westside Rentals - http://www.westsiderentals.com/

5.   https://www.apartmentguide.com/

6.   http://venicebeachhostel.com/ – Venice Beach Hostel. Located several miles from the ICT. Used for temporary dwellings while in search an established living arrangement.

7.   Craigslist - http://losangeles.craigslist.org

8.   Roommates.com http://www.roommates.com/

9.   Roomster https://www.roomster.com

10.   Extended Stay America – Los Angeles Airport location 90045. http://www.extendedstayamerica.com

11.   Hotpads.com - HotPads.com is a map-based real estate search engine, listing homes for sale, apartments, condos, and rental houses. https://hotpads.com/

Travel Assistance

- Travel is reimbursable if you are relocating to the Los Angeles area.

- Travel in the United States is reimbursable up to $600.00. Airfare for 1 round trip flight must comply with Fly America Act by being ticketed on a U.S. owned carrier. Boarding passes, e-ticket receipt, or travel itinerary documentation will be necessary for travel reimbursements.

- International Travel: ICT will purchase plane tickets for students relocating to Los Angeles from outside of the United States.

GETTING AROUND LOS ANGELES

Although Los Angeles provides a great public transportation system, it should be noted that Los Angeles is classified by many as a driving city. Having reliable transportation to travel around the metro Los Angeles and surrounding areas is very beneficial.

If you will not have your own vehicle during the summer, another good way to get around Los Angeles is with Los Angeles Metro Transit system (MTA).

https://www.metro.net/

The ICT will provide shuttle service between the downtown USC campus and the Playa Vista facilities. Details for shuttle schedules and additional information will be provided upon acceptance to the program.

DRESS CODE

The ICT dress code is business casual - Jeans (not torn), khakis, polo shirts, walking shorts, tennis shoes, t-shirts, dresses, and skirts.