



**United States Department of State**  
*Bureau of Educational and Cultural Affairs*  
Washington, D.C. 20522  
*[J1visa.state.gov](http://j1visa.state.gov)*

April 16, 2025

Dear Summer Work Travel (SWT) Host Employer,

Thank you for hosting Summer Work Travel exchange visitors at your business. Your participation plays a vital role in the U.S. Department of State's BridgeUSA program. This program is the U.S. government's largest and most wide-ranging international exchange initiative, facilitating over 300,000 exchanges across the United States each year.

Each year, U.S. Department of State staff conduct visits to host businesses to monitor the BridgeUSA program. When you agree to be a host employer, you agree to facilitate these monitoring visits. These visits involve speaking with exchange visitors, their supervisors, and members of the local community to ensure compliance with federal regulations, promote participant well-being, and strengthen the overall program. If we visit your business this year, we appreciate your cooperation in making exchange visitors and their direct supervisors available for a brief interview. Our focus will be on confirming that exchange visitors are safe, actively engaged in their jobs, and have opportunities to participate in cultural activities.

Staff may either schedule visits in advance or arrive unannounced. In either case, they will identify themselves and request to speak with supervisors and exchange visitors. For unannounced visits, we strive to arrive during non-peak hours and are happy to return at a more convenient time if necessary.

As a host employer, you are a key partner in supporting the health, safety, and welfare of BridgeUSA exchange visitors. Your commitment helps ensure

a positive and enriching cultural and professional experience for participants.

Department staff will carry official Department of State emergency contact cards or business cards for identification. If further verification is needed, staff can send an email from an official State Department e-mail address, or you may contact the U.S. Department of State, Bureau of Educational and Cultural Affairs, Office of Program Administration:

- Ethan Bursofsky at (771) 204-2395 or [BursofskyEJ@state.gov](mailto:BursofskyEJ@state.gov), or
- Mark Howard at (771) 204-8393 or [HowardME@state.gov](mailto:HowardME@state.gov).

During business hours, if neither is available, you may also contact [GTMVerificationofEmpl@state.gov](mailto:GTMVerificationofEmpl@state.gov) or call (202) 663-1880 to verify the identity of Department personnel.

Thank you for your continued partnership and for helping us to create a safe, meaningful, and impactful exchange experience for each BridgeUSA participant. If you have any questions, please don't hesitate to contact us at [SWTSponsors@state.gov](mailto:SWTSponsors@state.gov).

Sincerely,

A handwritten signature in dark blue ink that reads "Rebecca A. Pasini". The script is cursive and elegant.

Rebecca A. Pasini  
Deputy Assistant Secretary  
for Private Sector Exchange