



2019

COUNSELOR FLY-IN TOURS



PROVIDE EXPOSURE

The tours' key objective is to offer introduction and strengthen awareness of the U.S. higher education system for the selected group of counselors; acquainting them to a diverse set of U.S. higher education institutions.



INCREASE UNDERSTANDING

The counselors will learn not only about admissions procedures and requirements to help better counsel their students, but also gain a critical appreciation for the "feel" of the campuses they visit - and in turn, which students will be the best fit for which institutions.



THE "ONE-THIRD PHENOMENON"

Counselors are key influencers in deciding the institution at which a student will enroll. Based on a UnivAssist survey of 300+ international students, the counselor's recommendation factors a full one-third into the application decision (one-third student, one-third parent, one-third counselor).

PROGRAM *introduction*

We are thrilled to announce our **2019 UnivAssist Counselor Fly-In programs**, including both the Indian Counselor Tour and the Global Counselor Tour.






Each tour group consists of about 15 international high school representatives (principals, admission coordinators, etc.), invited to participate by special invitation. The selective and small group format allows for greater and more productive connections between the visiting counselors and your institution's admissions staff and faculty.

This package includes hosting options and provides details on proposed schedules, tour structure and application information. If we can provide any additional information, please let us know.

Swaraj Nandan
Director

swaraj.nandan@univassist.com
+1 (201) 626-6651

TOUR HIGHLIGHTS: 2012-2018

-  **140+ COUNSELORS**
-  **FROM 22+ COUNTRIES**
-  **VISITED 36+ U.S. UNIVERSITIES**
-  **IN 16+ U.S. STATES**
-  **20 UNIVERSITIES RETURNED TO HOST MULTIPLE YEARS**

PROGRAM *overview*



INTRODUCTIONS

Introduce visitors and hosts



UNIVERSITY OVERVIEW

In-depth introduction of the university (demographics, trends, enrollment data, etc.)



Q&A SESSION

Interactive Q&A for both counselors and university team



CAMPUS TOUR

Walking tour of campus



FACULTY/ADMISSIONS

Admissions, application, deadlines, and scholarship requirements; faculty/staff interact with counselors



LUNCH AND/OR DINNER

Hosted by the institution and can be a "working" meal

NOTE: Additional sessions will be included in a Full-Day Program.

HOSTING *options*

2019 COUNSELOR TOUR DATES: 22 APRIL – 03 MAY 2019

The primary focus of the tours is to connect and interact with international high school representatives for undergraduate recruitment. Each tour group consists of approximately 15 visiting high school representatives from around the globe.

TOUR OPTIONS	PROGRAM OPTIONS
INDIAN COUNSELOR TOUR Host approximately 15 high school representatives from throughout India	FULL-DAY PROGRAM 8-hour session (approx. 10am – 6pm), including all meals for the day: \$14,750*
GLOBAL COUNSELOR TOUR Host approximately 15 high school representatives from around the world	HALF-DAY PROGRAM 4-hour session (approx. 8am – 12pm or 2pm – 6pm), including lunch or dinner: \$8,750*
MULTIPLE TOURS Host both the Indian Counselor Tour and the Global Counselor Tour	MULTI-DAY PROGRAM Up to two full days hosting options

* Program cost is not inclusive of the additional provisions as noted below.

NOTE: \$2,500 Tour Deposit is due upon application and is not refundable, except in the event that UnivAssist cancels the visit to your institution. Tour Deposit does not guarantee participation. If UnivAssist cannot accommodate the visit to your institution, then your deposit will be refunded.



EARLY BIRD DISCOUNT: SIGN UP BY 31 AUGUST 2018

Sign up to host the Counselor Tour(s) by 31 August 2018 and receive **\$2,000 off** the Full-Day Program or **\$1,000 off** the Half-Day program.

NOTE: Signing up prior to the Early Bird deadline does not guarantee participation. To travel to an area, we must be able to visit multiple universities within close proximity. Please reach out to your colleagues and invite them to host the group as well.

ADDITIONAL PROVISIONS BY THE HOST INSTITUTION

MEALS



Institutions hosting a Full-Day Program will provide lunch and dinner, and institutions choosing a Half-Day Program will provide one meal (lunch or dinner) to function as a discussion and social event with faculty, admissions and other relevant constituents.

COORDINATOR/HOST AND SCHEDULING



Host institutions will assign one staff person to act as host, coordinator and contact person for UnivAssist. Host institutions will coordinate ahead-of-time the introduction and overview sessions, the campus tour, the interaction/presentation session, etc.

INTERACTION WITH FACULTY AND ADMISSIONS STAFF



Faculty, international admissions counselors and any other admissions decision-making constituents will be in attendance to present and interact at the sessions, ensuring that admissions criteria and procedures are transparent to the visiting counselors.

NOTE: Full-Day Programs will take place from approximately 10:00am to 6:00pm (including meal times), and Half-Day Programs will take place from approximately 8:00am to 12:00pm or 2:00pm to 6:00pm (including a working meal). Day-wise schedule will be finalized in consultation with individual institutions.

TOUR *details*

✓ COVERED BY TOUR PROGRAM FEE

INTERNATIONAL AIRFARE	International airfare for the counselors to and from their home countries
DOMESTIC AIRFARE	Domestic airfare for the counselors between U.S. cities
HOTEL	Hotel accommodations for the counselors
GROUND TRANSPORT	Local transportation for the counselors within and to each host city
TOUR COORDINATION	Travel coordination, assistance and support is provided to the counselors pre-tour and on-tour by UnivAssist

+ ADDITIONAL PROVISIONS BY HOST UNIVERSITY

MEALS	One meal for Half-Day Program, lunch and dinner for Full-Day Program
COORDINATOR/HOST AND SCHEDULING	Coordinator/host, scheduling, organization, and interaction with faculty, students and admissions teams

OTHER HOSTING *options*

UNABLE TO HOST THE TOURS ON YOUR CAMPUS?



Co-Host Counselor Networking Dinner

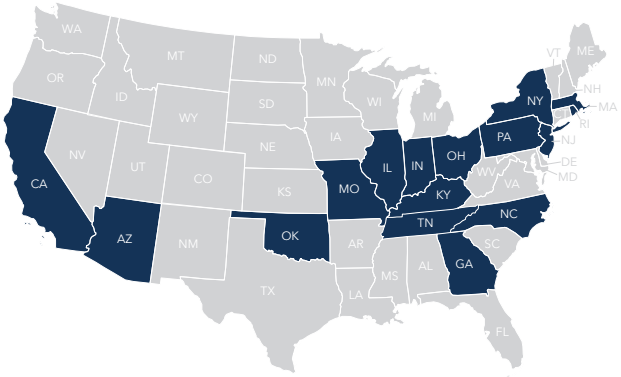
Welcome visiting counselors by co-hosting a 90-minute networking dinner on the first day of the tour (Sunday, 21 April 2019)! Meet and speak with counselors before they embark on a two-week tour of U.S. universities. Cost: \$1,500 for Indian Counselor Tour group, \$1,500 for Global Counselor Tour group



Full-Page Ad in Counselor Tour Handbook

Reach ~30+ visiting counselors and ~30,000+ students around the world by placing a full-page ad in the 2019 Counselor Tour Handbooks. These books are carried throughout the tour and used as a reference for years to come. Cost: \$500

PREVIOUS *host universities*



- Loyola Marymount University
- Marian University
- Miami University
- Michigan State University
- North Carolina State University
- Northern Arizona University
- Ohio University
- Stanford University
- Stony Brook University
- University of Arizona
- University of California, Irvine
- University of California, Riverside
- University of California, Santa Barbara
- University of California, Santa Cruz
- University of Cincinnati
- University of Oklahoma
- University of Tennessee Knoxville
- Washington and Jefferson College
- Western Kentucky University
- Worcester Polytechnic Institute
- Arizona State University
- Bryant University
- DePauw University
- Earlham College
- Foothill + De Anza Colleges
- Fordham University
- Golden West College
- John Carroll University
- Kendall College
- Orange Coast College
- Pace University
- Purdue University
- Saint Louis University
- San Jose State University
- Savannah College of Art and Design
- Slippery Rock University

PREVIOUS COUNSELOR *countries of origin*

-
- Bahrain
 - Bangladesh
 - Bolivia
 - Brazil
 - British Virgin Islands
 - China
 - Colombia
 - Ecuador
 - Honduras
 - India
 - Indonesia
 - Jordan
 - Malaysia
 - Morocco
 - Nepal
 - New Zealand
 - Panama
 - Rwanda
 - Thailand
 - Turkey
 - United Arab Emirates
 - Vietnam

HOST UNIVERSITY *testimonials*



"The Counselor Tour is a highlight in my year. The ability to connect with counselors, teachers or directors from high schools where we cannot travel is amazing. We'll continue to host this tour as it continues to bring enthusiastic colleagues, willing to leave misconceptions about our institution at the door."



"It was our pleasure to host such a wonderful group of counselors on our campus. The Counselor Tour brought the world to Western Kentucky University and hopefully planted relationships that will continue to grow in the future."



"The Counselor Tour was a well organized and enthusiastic counselor visit. It was a honor to host this wonderful group of counselors on our campus... The visit ran very smoothly and we particularly enjoyed our time chatting informally with all of the counselors. We would welcome them back to Miami anytime!"

COUNSELOR PARTICIPANT *testimonials*



"I really enjoyed the college visits on the UnivAssist Counselor Tour, and having direct access to admissions officers and college faculty. It provided me with additional information that I would not have known or found on websites. The opportunity to discuss and ask questions with my peers was very valuable."



"The UnivAssist Counselor Tour has been a splendid opportunity for me to see a flavor of various universities, subject offerings, flexibility, and scholarship opportunities. It has made for me a whole new perspective on U.S. higher education."



"The UnivAssist Counselor Tour was a great learning experience on undergraduate U.S. education... A firsthand experiential learning of the campuses of the universities to find out their strengths – and a very well-organised tour with a passion for transforming the lives and careers of young people."

APPLICATION *procedure*

Complete the Application Form and submit with the deposit. Payment of the balance of tour costs is due 15 November 2018. If tour fees are not received by this date, the institution may be dropped from the tour and cancellation fees will apply. If for any reason UnivAssist cannot accommodate an institution on the tour, their fees including deposits will be fully refunded.

CANCELLATION POLICY

> 180 DAYS PRIOR to tour commencement	120 - 179 DAYS PRIOR to tour commencement	120 DAYS OR LESS to tour commencement
100% of refundable charges	50% of refundable charges	No refund

NOTE: UnivAssist reserves the right to cancel the visit to your institution, or the entire tour. In such a case, the entire fee including the deposit will be refunded.

TERMS & *conditions*

- Participating institutions must be accredited two-year, four-year and/or graduate degree granting institutions.
- The individuals hosting must have knowledge of the institution's admissions policies and procedures.
- UnivAssist reserves the right to make changes to the tour, if in its judgment the change will be in the best interests of the participating host institutions and visiting counselors. This could include changes to cities, order of cities, dates of visits, schedule of visits, college visits in a particular city, accommodations, meals, carriers.
- The dates of the tour's visit to your institution will be decided by UnivAssist. We will try to accommodate requests by institutions to the extent possible, but we cannot guarantee requests.
- UnivAssist holds itself free from liability for any loss, injury, delay or damage from any cause beyond its control.
- All prices are based on exchange rates as of 2018 and are subject to change.
- Tour deposits are non refundable.
- Institutions are liable for tour fees as indicated in the cancellation and fees section.
- UnivAssist will make every effort to bring 15 counselors on the tour. If in case the number of travelers drops below 13, tour application costs will be prorated.
- Educational institutions and their participants must support and adhere with NAFSA's Statement of Ethical Principles.

APPLICATION *form*

Please email the completed and signed application form to us at info@univassist.com, or mail it to: 55 Union Place #146, Summit, NJ 07901. UnivAssist accepts payments via check or wire transfer (contact us for wire transfer instructions). Transactions must be in U.S. dollars. Checks must be drawn on a bank with a U.S. branch in the name of "UnivAssist Inc." UnivAssist Inc.'s tax EIN number is 81-1757277.

2019 COUNSELOR FLY-IN TOURS APPLICATION FORM		
INSTITUTION		
INSTITUTION'S ADDRESS		
INSTITUTION'S STAFF CONTACT/HOST	Name	Email
	Title	Office Phone
		Cell Phone
TOUR APPLICATION: PROGRAM & TYPE	<input type="checkbox"/> Indian Counselor Tour Full-Day Program: \$14,750	<input type="checkbox"/> Global Counselor Tour Full-Day Program: \$14,750
	<input type="checkbox"/> Indian Counselor Tour Half-Day Program: \$8,750	<input type="checkbox"/> Global Counselor Tour Half-Day Program: \$8,750
	<input type="checkbox"/> Co-Host Dinner	
	<input type="checkbox"/> Indian Counselor Tour: \$1,500 <input type="checkbox"/> Global Counselor Tour: \$1,500	<input type="checkbox"/> Full-Page Ad: \$500

NOTE: Discounting will be reflected in the invoice as applicable.

DISCLAIMER: UnivAssist Inc. ("KIC") shall not be liable or responsible for any injury, damage, loss, or any claims arising from accident, sickness, acts of war or terrorism, quarantine, natural disaster, delay or irregularity with respect to persons or property occasioned by any cause whatsoever, whether direct or indirect, within or beyond KIC's control. KIC is not responsible for losses or damages arising from physical or emotional injury, property or other economic damage caused by such factors beyond its control. KIC reserves the right to cancel the tour. KIC will advise institutions regarding the date and time allocated for the counselor group visit. Institutional scheduling requests will be considered but KIC offers no guarantees that such requests will be accommodated. Prices are subject to change without notice. In the event KIC is unable to conduct the tour due to any cause beyond KIC's control, whether direct or indirect, Applicant/Participant hereby acknowledges and agrees that he, she or it shall not be entitled to a refund of but, instead, any or all amounts paid by Applicant/Participant shall be credited towards a rescheduled or future tour, as determined by KIC. KIC reserves the right to make changes to the tour itinerary including dates, cities visited, accommodations, etc. Institutions are liable for tour fees as indicated in the cancellation and fees section and "Terms and Conditions for Participation" section. To the fullest extent permitted by law, the Applicant/Participant and the Applicant/Participant's Institution shall release any and all claims and agree to defend, indemnify and hold harmless KIC and all of its affiliates, subsidiaries, members, agents, directors, officers and employees from and against any and all claims, damages, losses and expenses (including costs of litigation and attorneys' fees) for injury to person (including all bodily injury, sickness, disease or death) and damage to property (including the loss of use thereof) arising out of or occurring in connection with this Agreement for Participation and the transactions contemplated hereunder, regardless of whether such injury or damage is caused in part by a party indemnified hereunder. For consideration, the receipt and sufficiency which is hereby acknowledged by Applicant/Participant, Applicant/Participant irrevocably grants to KIC and its assigns, licensees, and successors the right to use Applicant/Participant's image and name in all forms and media including composite or modified representations for all purposes, including advertising, trade, or any commercial purpose throughout the world and in perpetuity. Applicant/Participant waives the right to inspect or approve versions of such image used for publication or the written copy that may be used in connection with the images. Applicant/Participant releases KIC and its assigns, licensees, and successors from any claims that may arise regarding the use of Applicant/Participant's image, including any claims of defamation, invasion of privacy, or infringement of moral rights, rights of publicity, or copyright. KIC is permitted, although not obligated, to include Applicant/Participant's name as a credit in connection with the image. KIC is not obligated to utilize any of the foregoing rights granted to it hereunder.

By submitting the application form and signing below, I acknowledge that I have read the above disclaimer and accept and agree to abide by the above terms. This application is considered a contract.

SIGNATURE OF REPRESENTATIVE

PARTICIPATING INSTITUTION

DATE