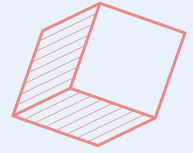


# 2023 SPRING RECRUITMENT PROGRAMS



# JOIN US THIS SPRING



In addition to continuing our schedule of virtual recruitment through WebiFair events, we're excited to roll out our in-person tours for the 2023 spring season.

With our expanding network of national and international schools and excellent relationships with career and college counselors, these programs will visit dynamic high schools and meet students who are committed to finding the right-fit institution.

## WHAT TO EXPECT ON A UNIVASSIST TOUR



**7-11**  
days of travel



Typically  
**15-25**  
universities participating



**3-5**  
cities visited



Open evening institutional  
time for **yield activities**



**3-5**  
high schools visited  
per city, and/or  
public events



Comprehensive,  
**full-service**  
**support and travel**

*"UnivAssist truly works to make my job so much easier. The tours, the WebiFairs, and even high school counselor connections – are incredible. UnivAssist creates an environment you WANT to be a part of and puts together teams that become good friends in the industry. I have not been disappointed by any of their services yet and look forward to many ahead!"*

- Columbia College Chicago

# 2023 SPRING PROGRAMS

## for undergraduate student recruitment

### TRADEMARK FULL TOURS

Our trademark, full-length tours are known for full-service and detail-oriented planning from start to finish. With a rigorous schedule, you'll meet school leaders, counselors and students throughout the tour.

#### IN-PERSON RECRUITMENT TOURS

	Metro India	Engage India	Brazil	Latin America	Southeast Asia	Middle East
<b>ABOUT</b>	4 cities, 11 days	5 cities, 11 days	3 cities, 7 days	4 cities, 7 days	4 cities, 10 days	4 cities, 10 days
<b>DATES</b>	29 January – 08 February	16 – 26 April	05 – 11 March	12 – 18 March	26 February – 07 March	11 – 20 March
<b>SCHOOL VISITS/ EVENTS IN CITIES*</b>	Bengaluru, Delhi NCR, Hyderabad, Mumbai	Ahmedabad, Chennai, Delhi NCR, Mumbai, Kolkata	Brasília, Rio de Janeiro, São Paulo	Bogotá, Cali, Lima, Quito	Bangkok, Hanoi, Ho Chi Minh City, Jakarta	Dubai, Doha, Muscat, Kuwait City
<b>COUNTRIES</b>	India	India	Brazil	Colombia, Peru, Ecuador	Thailand, Vietnam, Indonesia	U.A.E., Qatar, Oman, Kuwait
<b>PRICE**</b>	Full Tour, with hotels: \$12,450 Full Tour, without hotels: \$11,250	Full Tour, with hotels: \$12,450 Full Tour, without hotels: \$11,250	Full Tour, with hotels: \$9,750 Full Tour, without hotels: \$8,950	Full Tour, with hotels: \$9,750 Full Tour, without hotels: \$8,950	Full Tour, with hotels: \$11,950 Full Tour, without hotels: \$10,750	Full Tour, with hotels: \$11,950 Full Tour, without hotels: \$10,750 Full Tour, with hotels, without Kuwait City: \$9,950 Full Tour, without hotels, without Kuwait City: \$9,100

\*Order of cities as indicated here does not reflect the order on the tour schedule.

\*\*Signing up for full tours prior to Early Bird deadline qualifies for Early Bird pricing. Tour discounts cannot be combined and will be applied to the full tour price. Included in the Full Tour price are hotels, air transport within the region, local transport, orientation session, marketing material, and wrap-up report.

\*\*\*UnivAssist WebiFair events will take place around the tours with the option to sign up for them individually. For more information about these events, please visit: [univassist.com/student-recruitment/#WebiFair](https://univassist.com/student-recruitment/#WebiFair)

## TOUR DISCOUNTS AND SPECIAL OFFERS\*

**Early Bird:** \$500 off each tour (apply by 15 October)

**Multi-Tour:** \$400 off each tour

**Returning University:** \$250 off each tour

**NOTE:** Signing up for tours prior to Early Bird deadline as noted above qualifies for Early Bird pricing as indicated. Tour discounts cannot be combined and will be applied to the full tour price.

*"This was my first tour ever and I can honestly say it was an amazing experience working with UnivAssist. The universities on the tour got along really well and we all had a blast going from school to school."*  
- Bishop's University

## DEPOSIT

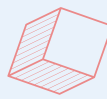
**\$2,500 per tour** (non-refundable)



## TOUR PROGRAM DETAILS

	FULL TOURS	FULL TOURS, WITHOUT HOTELS
<b>HOTEL ACCOMMODATIONS</b> Single occupancy hotel accommodations with basic internet service at leading hotels. Our priority is to provide you with a safe, hassle-free and comfortable experience.	<input checked="" type="checkbox"/> Included	<input type="checkbox"/> Not included
<b>AIR TRAVEL WITHIN REGION</b> Inter-city air travel within tour countries during the tour. Flights are economy class. Most airlines allow carry-ons up to 7kgs (~15lbs) and checked bags up to 15kgs (~33 lbs).	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
<b>LOCAL TRANSPORTATION</b> Local transportation to visit schools to and from the tour hotel. <b>Full Tour Only:</b> Group airport transfers, plus airport pick-up (up to 48 hours prior) and airport drop-off.	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
<b>ORIENTATION SESSION</b> A presentation held in the city where the tour begins, to brief the travelers about regional macroeconomic trends, education systems, recruiting practices, etc.	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
<b>MARKETING MATERIAL</b> Schools visited notified in advance and provided with material to advertise visiting institutions, plus students receive a booklet with information about visiting institutions.	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
<b>WRAP-UP REPORT/STUDENT DATA</b> Post-tour wrap-up report includes details regarding schools visited, counselor contacts, etc. and an Excel sheet with student data such as name, email, school, city, etc.	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
<b>MEALS</b> Please budget \$50-60 per day for meals per person.	Breakfasts at hotels only, and one welcome dinner	Welcome dinner included
<b>PERSONAL EXPENSES</b> Airfare to and from the traveler's home country and tour country, passport/visa(s), travel insurance, airport taxes, overweight baggage, shipping materials, personal expenses, etc.	<input type="checkbox"/> Not included	<input type="checkbox"/> Not included
<b>ELIGIBLE FOR TOUR DISCOUNTS</b>	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included

**NOTE:** Deadline for inclusion in the student marketing materials is 45 days prior to the start of each tour.



## APPLICATION PROCEDURE

Please complete the attached application form and email it to [info@univassist.com](mailto:info@univassist.com). Upon receipt of application, you will receive an invoice and the **deposit is due within 15 days**. Payment of the **balance of the program cost is due 60 days prior to the commencement of the program**. If program fees are not received 60 days before commencement of the program, the institution may be dropped from the program and cancellation fees will apply. If for any reason UnivAssist cannot accommodate an institution on the program, their fees including deposits will be fully refunded.

Deposits can be paid by credit card. Please contact us for further details at [info@univassist.com](mailto:info@univassist.com).

## PROGRAM REFUND AND CANCELLATION POLICY

> 60 DAYS PRIOR to program commencement	46 – 60 DAYS PRIOR to program commencement	31 – 45 DAYS PRIOR to program commencement	30 DAYS OR LESS to program commencement
100% of the refundable charges	50% of the refundable charges	25% of the refundable charges	No refund

**NOTE:** Deposits are not refundable. Due to travel uncertainties, all participants are required to purchase adequate travel and medical insurance to cover the entire tour cost and any related expenses.

## TERMS AND CONDITIONS FOR PARTICIPATION

- An educational institution may choose to send multiple travelers on a program
- Additional travelers will pay 75% of the program price
- During the programs, alumni and/or any additional non-program participants/representatives are considered additional travelers, and are subject to the multiple traveler fee indicated above. Any additional representatives (beyond the single tour traveler) are not permitted to stand at an institution's table without prior permission and fee agreement
- Participating institutions must be accredited two-year, four-year and/or graduate degree-granting institutions
- The individual(s) traveling must have knowledge of their institution's admissions policies and procedures
- The institution will be liable for the entire program cost even if the traveler(s) only attends a partial program
- UnivAssist reserves the right to make changes to the program if, in its judgment, the change will be in the best interest of the participants. This may include itinerary changes to dates, cities, order of cities, school visits or events in a particular city, accommodations, venue, etc.
- Participant/traveler acknowledges and agrees that UnivAssist shall not be liable for any loss, injury, delay or damage from any cause beyond its control
- UnivAssist is not responsible for personal or travel and health insurance and participants are required to purchase appropriate travel and medical insurance and plan for contingencies
- All prices mentioned here are based on exchange rates as of July 2022 and are subject to change
- Deposits are non-refundable
- Institutions are liable for program fees as indicated in the program refund and cancellation policy
- Educational institutions and their travelers must support and adhere to NAFSA's Statement of Ethical Principles
- In case a university changes the individual(s) traveling, cancellation and re-booking charges will be billed to the participating university
- Participants must be fully vaccinated and carry a negative RT-PCR test taken not more than 72 hours before the commencement of their international travel, if required, before they join the tour. These requirements may change based on the travel policies implemented within the destination country at the time of travel and participants will have to comply as required
- Participants must follow social distancing and mask mandate norms as per the policy within the destination country at the time of the tour



**DISCLAIMER:** Participant/Applicant agrees and acknowledges that UnivAssist Inc., its affiliates, subsidiaries, members, agents, directors, officers and employees (collectively referred to as "KIC"), shall not be liable for any damages, losses and/or expenses (including costs of litigation and attorney's fees) arising out of or occurring in connection with his, her or its participation in the program which is the subject of this application and including, but not limited to, injury to person (including bodily injury, sickness, disease, emotional injury or death) and loss or damage to property, regardless of whether such injury, damage or loss results from accident, sickness, acts of war or terrorism, quarantine, natural disaster, or any other cause whatsoever, and whether directly or indirectly within or beyond KIC's control. Participant agrees and acknowledges that KIC shall not be liable for the actions or omissions of its independent suppliers, such as airlines and hotels, and KIC makes no representation or warranty concerning the nature or quality of the services provided by these suppliers. In the event KIC is unable to conduct the program due to any cause beyond KIC's control, Applicant/Participant hereby acknowledges and agrees that he, she or it shall not be entitled to a refund but, instead, any or all amounts paid by Applicant/ Participant shall be credited towards a rescheduled or future program. **ITINERARY CHANGE:** KIC reserves the right to make changes to the program itinerary including dates, cities visited, accommodations, etc. If a pre-departure itinerary change is for any reason(s) beyond KIC's exclusive control, including but not limited to safety, security, weather, natural disaster, strikes, hostilities, terrorism, civil unrest, airport closings, late air, sea, car or motor coach departures or arrivals, U.S. State Department travel warnings/advisories or other applicable U.S. or foreign governmental advisories, Applicant/ Participant will not be provided any compensation, refund or credit. If an itinerary change becomes necessary during the trip for any reason(s) beyond the control of KIC, and notice prior to departure is not feasible, KIC will use reasonable commercial efforts to substitute an alternative destination(s) (the "Altered Program"). KIC shall not be liable to Applicant/Participant for any charges, fees or expenses paid or owed directly to third parties by Applicant/Participant (such as air travel booked by Applicant/Participant directly with an airline) in connection with a cancelled trip or an itinerary change for any reason. Prices are subject to change without notice. KIC will not purchase travel or health insurance on behalf of the participants and strongly recommends that participants purchase such coverage prior to departure. Institutions are liable for program fees as indicated in the program refund and cancellation policy and "Terms and Conditions for Participation" section. Program deposits are non-refundable. Institutions will be liable for the full program cost, even if the participant attends a partial program. In consideration of participation in the program, 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 advertising 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. KIC is permitted, although not obligated, to include Applicant/Participant's name as a credit in connection with the image.

**CHANGES:** UnivAssist reserves the right to make changes to the program if, in its sole judgment, the changes are appropriate or necessary to comply with law, for health or safety, or for the best interest of the applicants or individual participants. This may include, without limitation, itinerary changes to dates, cities, order of cities, school visits or events in a particular city, accommodations, venue, event protocol, etc. Neither the applicant or any individual participant will be entitled to any refund, credit, reimbursement, substitution or accommodation if the program is cancelled or changed in any manner. UnivAssist shall not be liable for any charges, fees or expenses paid or owed to third parties by any applicant or individual participant (including, without limitation, air travel booked with an airline) in connection with a cancelled trip or an itinerary change for any reason.

**LIMITATION ON LIABILITY:** None of UnivAssist Inc. or its affiliates, subsidiaries, members, agents, partners, directors, officers or employees will be liable for any damages, liabilities, losses and/or expenses (including, without limitation, costs of litigation and attorney's fees) arising out of or occurring in connection with applicant's or any individual participant's participation in the program which is the subject of this application, including, without limitation, for injury to person (including, without limitation, bodily injury, sickness, disease, emotional injury or death) and loss or damage to property, regardless of whether such injury, damage or loss results from accident, individual misconduct, sickness, acts of war or terrorism, quarantine, natural disaster, or any other cause whatsoever. In no event shall UnivAssist be liable for any indirect, consequential, special, punitive, or exemplary damages from whatever source derived regardless of any matter, event, circumstance or condition and regardless of whether any such damages, liabilities or obligations are foreseeable or whether any party has been advised of the possibility of any of the same.

Without limiting the foregoing, UnivAssist shall not be liable for the actions or omissions of any independent suppliers or other third parties, including, without limitation, airlines and hotels, and UnivAssist makes no representation or warranty concerning the nature or quality of the services provided by these suppliers.

**USE OF IMAGES:** UnivAssist may take photographs or make video or audio recordings of the program and certain portions or aspects of the program. With respect to such photographs, video or audio recordings of the program, applicant grants to UnivAssist and its assigns, licensees, and successors a royalty free, irrevocable, perpetual license to use applicant's and each individual participant's name, image and sounds in all forms and media in connection with promoting the mission, programs and services of UnivAssist. Applicant waives the right to inspect or approve the form or use of any such image, sound or other content. UnivAssist is permitted, although not obligated, to include applicant's name as a credit in connection with its image.

