

2024 SPRING

RECRUITMENT PROGRAMS



JOIN US THIS SPRING

In addition to continuing our schedule of virtual recruitment through WebiFair events, we're excited about our in-person tours for the 2024 spring season.

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

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.

WHAT TO EXPECT ON A UNIVASSIST TOUR



Typically
15-20
universities participating



Comprehensive,
full-service
support and travel



In-person engagement
with school counselors



If your international recruitment team is looking for a comprehensive, multi-city school tour with opportunities to meet well-prepared students, look no further than KIC UnivAssist.

– Columbia College Chicago, U.S.

ASIA

WHY RECRUIT WITH US IN ASIA



25+
years of
experience in
the region



60+
in-person recruitment
tours conducted



1,400+
high school visits



35+
cities visited



150,000+
students impacted
through in-person
engagements



270+
institutions have
trusted us with their
Asia student
recruitment initiatives

2024 Spring Tours

	DATES	CITIES*	INCLUDED EVENTS	COUNTRIES	FULL TOUR	FULL TOUR WITH HOTELS
Metro India 4 cities 11 days	28 January – 07 February	Bengaluru, Delhi NCR, Kolkata, Mumbai	25-28 high school visits + counselor networking event	India	\$11,550	\$12,750
Engage India 5 cities 10 days	31 March – 09 April	Ahmedabad, Delhi NCR, Hyderabad, Jaipur, Mumbai	23-26 high school visits + counselor networking event	India	\$10,950	\$11,950
Southeast Asia 4 cities 10 days	25 February – 05 March	Bangkok, Hanoi, Ho Chi Minh City, Jakarta, Singapore	21-24 high school visits + counselor networking event	Indonesia, Singapore, Thailand, Vietnam	\$10,950	\$11,950

*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.

LATIN AMERICA

WHY RECRUIT WITH US IN LATIN AMERICA



10+
years of
experience in
the region



20+
in-person recruitment
tours conducted



430+
high school visits



15+
cities visited



36,000+
students impacted
through in-person
engagements



170+
institutions have
trusted us with their
Latin America
recruitment initiatives



It was an excellent choice for our university to participate in a UnivAssist tour to develop connections and meet with high school students, their families, and school counselors. I look forward to welcoming high-quality students to our beautiful campus.

– Lingnan University, Hong Kong

2024 Spring Tours

	DATES	CITIES*	INCLUDED EVENTS	COUNTRIES	FULL TOUR	FULL TOUR WITH HOTELS
Brazil 4 cities 10 days	06–15 March	Brasília, Curitiba, Rio de Janeiro, São Paulo	19-24 high school visits + Counselor HQ™	Brazil	\$10,950	\$11,950
Latin America 3 cities 7 days	17–23 March	Bogotá, Cali, Quito	15-18 high school visits + counselor networking event	Colombia, Ecuador	\$9,250	\$9,950
Mexico 4 cities 8 days	15–22 February	Cancún, Mérida, Mexico City, Querétaro	12-15 high school visits + counselor networking event	Mexico	\$8,250	\$8,950

*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.

MIDDLE EAST

WHY RECRUIT WITH US IN THE MIDDLE EAST



7+
years of
experience in
the region



6+
in-person recruitment
tours conducted



150+
high school visits



6+
cities visited



12,500+
students impacted
through in-person
engagements



113+
institutions have
trusted us with their
Middle East
recruitment initiatives



It was great to travel with KIC UnivAssist finally. Excellent organization pre-, during, and post-tour. Thank you for understanding university needs and that these activities are benchmarked on ROI; you guys get it! I will definitely join another tour in the future.

– University of San Francisco, U.S.

2024 Spring Tours

	DATES	CITIES*	INCLUDED EVENTS	COUNTRIES	FULL TOUR	FULL TOUR WITH HOTELS
Middle East 4 cities 11 days	11–21 February	Amman, Dubai, Kuwait City, Muscat	25-28 high school visits + counselor networking event	Jordan, Kuwait, Oman, U.A.E.	\$11,550	\$12,750

*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.

AFRICA

WHY RECRUIT WITH US IN AFRICA



13+
years of experience
organizing global
undergraduate
recruitment tours



80+
global tours
organized by
UnivAssist



Our tours come with
a dedicated and
experienced local
outreach specialist
and tour coordinator



You'll get access to
the best schools in
3 countries and
4 cities



Tours include student
interactions, plus
opportunities for
networking with
counselors

2024 Spring Tours

	DATES	CITIES*	INCLUDED EVENTS	COUNTRIES	FULL TOUR	FULL TOUR WITH HOTELS
West Africa 3 cities 6 days	03–08 March	Accra, Abuja, Lagos	12-15 high school visits	Ghana, Nigeria	\$8,250	\$8,750
East Africa 3 cities 7 days	10–16 March	Addis Ababa, Mombasa, Nairobi	12-15 high school visits + counselor networking event	Ethiopia, Kenya	\$8,950	\$9,450

*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.

TOUR DISCOUNTS AND SPECIAL OFFERS*

Early Bird: \$500 off (apply by 01 November 2023)

Early Bird Multi-Tour: \$600 off (apply by 01 November 2023)

Returning University: \$250 off each tour

Regular Multi-Tour: \$400 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. Tour discounts are not valid for Hop-Ons.

DEPOSIT

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

TOUR PROGRAM DETAILS

	FULL TOURS	FULL TOURS WITH HOTELS
HOTEL ACCOMMODATIONS 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 type="checkbox"/> Not included	<input checked="" type="checkbox"/> Included
AIR TRAVEL WITHIN REGION Inter-city air travel within tour countries during the tour. Flights are economy class. Most airlines allow carry-ons up to 10kgs (~22lbs) and checked bags up to 23kgs (~50 lbs).	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included
LOCAL TRANSPORTATION Local transportation to visit schools to and from the tour hotel. Full Tour Only: 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
ORIENTATION SESSION 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
MARKETING MATERIAL* 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
WRAP-UP REPORT/STUDENT DATA 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
MEALS Please budget \$50-60 per day for meals per person. Full Tour Only: One Welcome Dinner included.	<input type="checkbox"/> Not included	Breakfasts at hotels only
PERSONAL EXPENSES 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
ELIGIBLE FOR TOUR DISCOUNTS	<input checked="" type="checkbox"/> Included	<input checked="" type="checkbox"/> Included

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

** To be included in the marketing material, an institution must participate in 4 visit days during one tour. That can be 4 cities with 1 day each, or 2 cities with 2 days each, etc.).

APPLICATION PROCEDURE

Please complete the attached application form and email it to 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: 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
- 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 February 2023 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 follow social distancing, mask mandate, vaccination and testing norms as per the policy within the destination countries or region at the time of the tour

UNIVASSIST 2024 SPRING PROGRAM APPLICATION

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. Deposits can be paid by credit please contact us for further details at info@univassist.com.

Institution Name _____

Institution Address _____

Applicant Name (specify name on passport) _____

Applicant Job Title/Designation _____

Email _____

Office Phone _____

Mobile Phone _____

PLEASE SELECT PROGRAM(S):

	FULL TOUR	FULL TOUR WITH HOTELS
METRO INDIA TOUR	<input type="checkbox"/> \$11,550	<input type="checkbox"/> \$12,750
ENGAGE INDIA TOUR	<input type="checkbox"/> \$10,950	<input type="checkbox"/> \$11,950
SOUTHEAST ASIA TOUR	<input type="checkbox"/> \$10,950	<input type="checkbox"/> \$11,950
BRAZIL TOUR	<input type="checkbox"/> \$10,950	<input type="checkbox"/> \$11,950
LATIN AMERICA TOUR	<input type="checkbox"/> \$9,250	<input type="checkbox"/> \$9,950
MEXICO TOUR	<input type="checkbox"/> \$8,250	<input type="checkbox"/> \$8,950
MIDDLE EAST TOUR	<input type="checkbox"/> \$11,550	<input type="checkbox"/> \$12,750
WEST AFRICA TOUR	<input type="checkbox"/> \$8,250	<input type="checkbox"/> \$8,750
EAST AFRICA TOUR	<input type="checkbox"/> \$8,950	<input type="checkbox"/> \$9,450

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

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

Signature of Applicant

Participating Institution

Date

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 requires that participants purchase adequate insurance 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.