



Please email your completed application to study@nic.bc.ca

Recruitment Partner Relationship

NIC’s Office of Global Engagement is interested in building long-term relationships with recruitment partners in countries throughout the world. Recruitment partners are an important source of student referrals and support, and as such, our relationships are very important to us.

Our commitment to recruitment partners with whom we work is to:

- provide accurate program and service information on our website and in our printed publications
- respond in a timely manner to all queries by phone, email or in person
- provide training to understand our programs and services
- provide your clients/our students with excellent educational services
- process invoices in a timely manner

We expect that as a recruitment partner you will:

- develop a clear and full understanding of our programs, services and location
- provide accurate and honest information to your clients and their families about NIC
- refer students to NIC who are suitable to our programs and location
- provide support for your clients/our students through:
 - the application and admission process
 - visa or study permit application process
 - travel, arrival and settlement to Canada

1. **Head Office Information.** Please complete ALL fields. (If you have multiple recruitment regions, you MUST complete an entry for each local office—see below):

Business name:	Contact name:
Head office address:	Country:
Telephone number:	Website:
Email for prospective students:	Email for partner relations:

2. Additional recruitment regions—please complete for EACH additional office/recruitment region. For example, if your company’s head office is in Mississauga but you also have offices in the recruitment country, you MUST enter details for all offices:

Local office address:	Country:
Telephone number:	Website (if different from head office):
Email for prospective students:	Contact name & email for partner relations:

Local office address:	Country:
Telephone number:	Website (if different from head office):
Email for prospective students:	Contact name & email for partner relations:

Local office address:	Country:
Telephone number:	Website (if different from head office):
Email for prospective students:	Contact name & email for partner relations:

Local office address:	Country:
Telephone number:	Website (if different from head office):
Email for prospective students:	Contact name & email for partner relations:

3. Please list ALL the countries that your company recruits students from

4. Does your company employ in-house Regulated Canadian Immigration Consultants (RCICs)? Yes or No. If Yes, please provide registration details/number

5. Are you an ICEF certified recruitment agent? Yes or No

6. How many agents and counsellors are in your company?

7. When was your company established?

8. How many students has your company sent to Canada in the last 12 months?

9. Please describe your promotional activities for the following;

Fairs:

Social Media:

Print or other:

10. Please provide three references from publicly accredited Canadian institutions:

Name of institution	Contact person & position	Email	Number of students sent

Thank you for your interest in working with North Island College.

www.nic.bc.ca/international/