CIS Student Recruitment Tour | Northern Europe

29 October - 10 November 2017

Oslo, Norway
Stavanger, Norway
Copenhagen, Denmark
Hamburg, Germany
Hannover, Germany
Stockholm, Sweden
Malmö, Sweden
Lund, Sweden
Helsingborg, Sweden
St. Andrews, United Kingdom
Edinburgh, United Kingdom
What makes CIS tours unique?

CIS tours have stood the test of time.
CIS is a non-profit organisation that has been sponsoring recruitment tours for nearly 40 years. Our tour leaders are experienced admissions professionals working at CIS member universities. They understand your needs and goals.

CIS tours are targeted.
Tour events include invited students from high quality CIS member schools and outstanding national schools with student populations preparing to study abroad.

CIS tours offer inclusive pricing.
There are no surprise bills at the end of the tour. The tours are assisted by highly experienced travel professionals to manage all the logistics.

CIS tours are truly educational.
During the tour, participants lead workshops to help students, parents, counsellors, and teachers learn more about admission-related topics. Daily interactions with admissions professionals from other CIS member institutions allow you to learn from others, share ideas and build your network.

Quick Facts from 2016 Tour

22 Schools Visited
2,070 Students Seen

Join the CIS Student Recruitment to Northern Europe and embark on a circuit of college fairs, school visits, and meetings with funding agencies from throughout the Scandinavian countries and with other key international partners. This tour focuses on the Scandinavian region, and participants will learn more about the state-sponsored student funding programmes in Sweden, Norway and Denmark and network with contacts within each organisation.

You will meet in Oslo for orientation and school visits and then visit schools in Stavanger, Copenhagen, Hamburg, Hannover, Stockholm, Lund, Malmö, Helsingborg, St. Andrews, and Edinburgh.

Northern Europe has exhibited promising trends in student mobility. US colleagues should note that, according to the latest IIE Open Doors report, some of the largest mobility shifts over the past five years among European countries sending students to the US are in Denmark and Sweden. In addition, Germany and the United Kingdom are two of the top three European countries sending students to the US, each with positive year-over-year growth in mobility.

The tour ends in Edinburgh on Friday, 11 November, enabling participants to add on the CIS Pre-Forum Fairs in Frankfurt and The Hague on 13-14 November, and the CIS Forum on International Admissions and Guidance in Edinburgh on 15-16 November.

“Even though we had previously visited some of the schools on the CIS tour ourselves, we were able to see a bigger crowd by going as a group offering different degrees, locations and opportunities to students.”

- Sheena Mehta, IE University London
MEET THE TOUR DIRECTORS

TOUR DIRECTOR

Pamela Tan
Director of Admissions
College of Agriculture and Life Sciences
Cornell University
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Pamela Tan is the Director of Admissions of Cornell University’s College of Agriculture and Life Sciences and a volunteer on the Committee for Europe, the Middle East and Africa with the Council of International Schools. Her higher education experience includes serving as a director at The College Board and as co-chair of the Association of Black Admissions and Financial Aid Officers of the Ivy League and Sister Schools.

ASSISTANT TOUR DIRECTOR

Natalie Mikulak
Associate Director, International Admissions
University of Colorado Boulder
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Natalie has been helping students from all over the world realize their dreams of international education since 2008. She began her career at a university in Germany before bringing her admissions expertise and German baking skills back to her alma mater, the University of Colorado Boulder, in 2010, where she currently leads all international recruitment initiatives. Natalie loves traveling to Scandinavia to enjoy the Aurora Borealis and the cinnamon rolls.

TRAVEL SUPPORT

Brett M. Steele
Managing Director
Wren & Fida International
bsteele@wfintl.com
# Tentative Itinerary

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Location</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>01 Nov</td>
<td>Copenhagen, Denmark</td>
<td>School visits in Copenhagen. Overnight in Copenhagen.</td>
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<tr>
<td>Fri</td>
<td>03 Nov</td>
<td>Hannover, Germany</td>
<td>Travel to Hannover. School visits in Hannover. Return to Hamburg. Overnight in Hamburg.</td>
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<tr>
<td>Sat</td>
<td>04 Nov</td>
<td>Hamburg, Germany</td>
<td>Institutional Time. Overnight in Hamburg.</td>
</tr>
<tr>
<td>Wed</td>
<td>08 Nov</td>
<td>Malmö/Lund, Sweden</td>
<td>School visits in Malmö and Lund. Overnight in Malmö.</td>
</tr>
<tr>
<td>Sat</td>
<td>11 Nov</td>
<td>Edinburgh, United Kingdom</td>
<td>Individual Departures.</td>
</tr>
</tbody>
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DESTINATIONS
Oslo and Stavanger, NORWAY; Copenhagen, DENMARK; Hamburg and Hannover, GERMANY; Malmö, Lund, and Helsingborg, SWEDEN; Edinburgh and St. Andrews, UNITED KINGDOM.

TRANSPORTATION
All flights will be coach/economy class. For regular tour participants, flights begin in Oslo and end in Edinburgh. International flights outside of this itinerary are not included, though Wren & Fida can assist you with flight booking.

ACCOMMODATIONS
Thirteen (13) nights at first class hotels, single rooms, taxes, breakfast and internet included. Hotel list will be posted to the Wren & Fida website.

TRANSFERS
Included from airport to the hotel and vice versa, by private motor coach. All group transfers for school visits and college fairs are included.

ORIENTATION/DEBRIEFING
Orientation meeting in Oslo and debriefing in Edinburgh.

MEALS
Daily breakfast. Opening dinner in Oslo and closing dinner in Edinburgh.

GRATUITIES & TAXES
All gratuities and taxes related to transportation, accommodation and transfers are included. Airport and hotel porters, drivers and guide gratuities are all included. Airport departure taxes are also included.

PASSPORTS/VISAS
A valid passport is required to travel, along with a minimum validity of six months and five empty visa pages. Visas are not required for U.S. Passport holders to travel to any of these destinations. Non-US passport holders are responsible for obtaining necessary visas. If any new or additional visa requirements emerge prior to the tour’s departure, tour participants will be responsible for obtaining those visas. Our partner CIBT is available to assist all participants.

TOUR GUIDANCE
The tour director and assistant tour director are experienced admissions professionals. A professional tour manager from Wren & Fida International will also travel with the group to handle all tour logistics.

WEBPAGE
A webpage with login and password will be provided for pre-trip communication.

TOUR MATERIALS
Appropriate pre-tour information and pre-trip literature will be provided to all tour participants. Luggage tags, a personalized name badge and mobile app will be provided for all participants.

TRAVEL INSURANCE
A group coverage policy is included for all participants. A copy can be obtained from Wren & Fida.

MISCELLANEOUS
Information on schools to be visited on the tour and cultural background information on the countries to be visited will be provided in advance. A CIS brochure with information about each participating institution will be provided to each school to share with prospective students.
GENERAL CONDITIONS

- CIS tours are available to CIS Higher Education member institutions only.
- Participants must be full-time, permanent international admission officers of the member institution.
- Participants must have at least two years of full-time professional admissions experience.
- Participants must adhere to the Council of International Schools Code of Ethics and the Guiding Principles for Higher Education Members.
- Participants must take part in the entire tour itinerary; deviations from the tour itinerary are not permitted.
- An institution may not send more than one representative.
- Additional travelers may not accompany the tour participant at any time on the tour.
- Participants must be prepared to make general presentations on the university admissions process and be familiar with the admission and financial aid policies of their own institutions and the concerns of international students.
- Any substitution in the person traveling must be reviewed and approved by CIS at least 45 days prior to the start of the tour. The new participant must submit a completed application and is required to meet all of the conditions for participation. Once approved, substitute travelers will pay a USD 1,000 change fee plus any additional tour expenses.
- Due to space restrictions, floor displays at school visits are prohibited. Promotional giveaways are also not permitted. Participants must remain behind their tables when interacting with attendees.
- The Council of International Schools (CIS) frequently photographs and/or videotapes and records its events and meetings. By attending this event you consent to being recorded and/or photographed, and authorise CIS to use any video, recording and/or photographs in any medium (web, digital, print, broadcast) throughout the world at CIS’s sole and exclusive discretion.
COST OF PARTICIPATION
USD 10,995

PRIORITY APPLICATION DEADLINE
21 JULY 2017

PAYMENT & REGISTRATION
• 21 July 2017 - Tour application with USD 1,100 deposit (excl. VAT) is due to CIS. Participants must meet the conditions for participation and application deadlines in order to be considered.
• 28 July 2017 - Balance of USD 9,895 is due to Wren & Fida. There is a late fee of 5% assessed after 28 July 2017.
• Tour price is subject to change due to: revaluation of the U.S. dollar, fuel surcharges, government taxes, airport departure taxes, reciprocity taxes, entry visa fees, itinerary changes (before and during the tour) and all other items not in the control of Wren & Fida International and the Council of International Schools.

CANCELLATION/PENALTIES
CIS and Wren & Fida will only accept written cancellations. Fees will be assessed for cancellations in the following manner:
• Cancellations prior to 21 July 2017: 100% of the tour balance is refundable, including the USD 1,100 tour deposit.
• Cancellations between 22 July 2017 and 28 July 2017: 100% of the tour balance is refundable, less the USD 1,100 tour deposit and any unrecoverable tour expenses.
• Cancellations between 29 July 2017 and 4 August 2017: 50% of the tour balance is refundable, less the USD 1,100 tour deposit and any unrecoverable tour expenses. No refund will be made if cancellation is received after 4 August 2017.
CONTACT THE TEAM

CIS Higher Education Services
HigherEducation@cois.org
www.cois.org