

CANADA - WE WORK HERE



International Student Management and Service Tenets

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In order to cultivate children's abilities of independence, sociability and innovation, studying abroad has become the best choice for many parents and students. With its first-class teaching quality and excellent educational resources, Canada has naturally become one of the preferred countries for parents and students to study abroad. Studying abroad means that children will spend their best youth in a foreign country. At the same time, students will also face many challenges. New students often have to face all kinds of trivial and complicated problems, from landing a plane to finding an address, from enrollment to choosing courses, from food, clothing, housing and transportation to cultural habits and so on. The unfamiliar environment and independent life troubles many students and parents. In order to clear the obstacles of studying abroad, relieve parents' worries, and make students have enough energy and positive attitude to face the challenges of learning, we have formed a professional, complete and effective management and service system through years of experience and case analysis. The service covers Quebec and Ontario in eastern Canada and British Columbia on the west coast.

Our service tenet is to provide the most comprehensive, perfect and considerate service for every overseas student, helping them to solve various problems smoothly, quickly adapt to the new and unfamiliar environment, and easily and happily integrate into the intense and rich study and life.





I am Alice Liu, graduated from Trafalgar in 2022 and now studying Engineering Science at U of T. I've never missed the warm community at the castle as much as I do now. I am forever grateful for what Trafalgar has given me over the last four years; without the school's endless support, I couldn't achieve what I have today. Ryan, my dedicated guardian, also played a vital role in ensuring my experience in Canada went smoothly. During our interaction, I began to perceive him as another family member instead of just my legal guardian.

During almost every Chinese festival where we couldn't gather with our family, he would deliver exquisite homemade foods to his students. I always invited my friends to share them with me, and they were jealous that I had such a wonderful guardian. He would also invite us to his home to celebrate the event if possible. Once when I had my birthday while under quarantine, he brought a lovely birthday cake to my door, which warmly and pleasantly surprised me.

He attended each of my parent-teacher conferences for all courses. Throughout the meeting, he always took detailed notes and assisted me in identifying my areas for growth. He would inform my parents about my performance and the comments from teachers after each meeting. He really played a vital role in enabling communication between the teachers and my parents whose English skills are limited.

He also helped me with the visa applications. Each of my Canadian visas in high school was applied for him. When I needed to apply for my US visa in Ottawa in Grade 9, he got up at 4 a.m., drove from Richmond Hill to Whitby, and then drove for 5 hours to the US Embassy in Ottawa, where I had an appointment at 9 a.m. After the meeting, he travelled another 5 hours to return me to school. We were all exhausted on that one-day trip.



Alice Liu

“Thank you for your dedication to helping me adapt to the new environment quickly.”



STUDENT

From Trafalgar Castle School, graduated in 2022



Alice Liu

“Ryan has many years of experience as a guardian to students coming to Canada from China.”



He signed all my school documents that required signature or consent. I just need to inform him of the documents and the deadline, and he would always remember to submit them on time no matter how many trivial things were in front of him.

During long weekends, he would arrange accommodation for us. He would offer me to stay at his home whenever there was room. I have been very familiar with his kids and family through the opportunities to stay at his house. During the pandemic in 2020, when school was closed, he generously invited me to stay at his home for more than three months. I started to feel like becoming one of his family members.




The tremendous love and support I received from him and his family greatly helped me go through these 4 years successfully, particularly during the pandemic. Numerous small yet heartwarming things haven't got a chance to mention. However, from our interaction, I am treated as a part of his family, and I have similarly treated him and his family as members of my own. My parents have become very close friends with them as well. Although he's no longer my guardian now (because I am over 18), we still maintain very close contact. Whenever I encounter challenges and require assistance, he will always be there and glad to offer a hand. It is my honour to be able to meet my guardian and his family in Canada.

Thanks for taking the time to read this long letter all the way to the end.;

Sincerely,

Alice

International Student Management and Service Contents

 BEFORE DEPARTURE
Assist students in making departure arrangements
Provide students with a detailed list of necessary items for study abroad
Reserve the hotel and introduce the tourist attractions
Introduce the process of entering the border and customs and getting the study permit
 LIFE
Specially-assigned transportation service
Open bank accounts and mobile phone accounts
Landing assistance and local culture introduction
Purchase daily necessities
Introduce the location and route of shopping malls and supermarkets
introduce hospitals, banks and other public service places
Arrange temporary homestay in Canada during public holidays
Visit students on campus every term
Communicate with the house master to know students' s life at school
Assist in purchasing health insurance
Assist in filing and claiming the insurance
Emergency handling, including medical, crisis and personal safety emergencies
7x24 service hotline, anytime and anywhere to provide advice and help
 STUDY
Assist students to complete school registration
Attend the parent and teacher interview
Communicate with students regularly to know their study, life and psychological state
Timely and accurately answer school calls, emails and feed back to parents
Update the report and learning skills to the parents
Immunization follow-up
Attend scheduled meetings by the school
IELTS and TOEFL counselling and registration
Assist in study permit renewal
Assisit in TRV renewal





Personal Introduction

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Work Background

I am engaged in guardianship services for almost 10 years, actively expanding the Canadian and Chinese studying abroad markets as well and successfully signed agent agreements with a number of top private boarding schools, sending students to partner schools with high quality and quantity every year.

Over the years, I have been maintaining a close cooperative relationship with Albert College, and have been the guardian of dozens of students, covering grades 7 to 12. The children have experienced high school life for several years, and most of them have received offers from famous Canadian universities such as University of Toronto, University of Waterloo, University of McGill, and Queen ' s University, and even dream schools in the United States and the United Kingdom. As a guardian, I strictly fulfill the duties of a guardian, serve attentively, actively communicates with parents, students and the school, and I am playing an important role of connecting the school and the families, and escorting the students ' study and life.