

Travel College Canada

Operated by: Canadian Centre for Skills Development
16 Spadina Rd. Suite 201, Toronto, ON M5R 2S7
Em: info@travelcollege.ca ☎ 416.481.2265

Visit: www.travelcollege.ca click "Contact Us" for directions, transit and parking info

Prep Course & Proctoring for the TICO Certification Exam

Is there value in Louise Blazik CTM's TICO Pre Exam Prep Course?

Gary Unsworth, Director of Sales & Marketing & his team at New Wave Travel thinks so:

"I wanted to personally inform you of the great response my agents had after your TICO prep course. I have arranged many classes over the years for my agents and they have never experienced such professionalism. They truly appreciated the way in which it was organized and most importantly the way in which the classes were delivered. With a large team it is not easy to please, however they were all delighted and truly enjoyed the content of the classes. I am pleased to pass on this good news to other organizations." *(Thank you Gary)*

Also, "Thanks so much for spending the time to train us for the TICO exam! I feel very confident going into the exam as it was good to get the highlights of the manual" Judith C. *(Thank you Judith)*

PREP COURSE & PROCTORING SCHEDULE & INFO:

1. Our Travel Counsellor Exam Prep Course is generally Fridays 9:30 am to 1230 then continues until 1:30 pm for those registered in our Combined Travel Counsellor and Supervisor/Manager course. **Please bring your copy of the Study Manual (study it thoroughly), pen and highlighter to class.**

Those planning to write the on-line exam the same day as the prep course need to register for the TICO on-line exam at CITC.ca at least 14 days prior and show exam time as 2 pm (in the Exam and Proctoring section). Those in the prep course also have the option of writing the exam at a later date if desired.

2. Proctoring only is generally on Fridays at 10 am or 2 pm except stat holidays and long weekends.

We invite groups of five or more to contact our office for possible alternate dates and special rates.

Question often asked: Does one have to take a Pre Exam Prep Course to write the TICO exam?

Answer: No, although **our pre course is highly recommended to build knowledge and confidence.**

THREE QUICK STEPS TO REGISTER:

Step 1: Email: Louise@travelcollege.ca to check availability in our prep course or proctoring. Once the date is confirmed, complete the attached Registration Form and scan/email to: Louise@travelcollege.ca OR fax: 416.487.5428 then email to advise it has been faxed to ensure we have received it.

Step 2: Visit: www.citc.ca, click "**training**" (bottom of the screen) then select **TICO Education Standards link**. Complete the "**New Individual Registration**" form (right side of the page) then Under the headline "**Exam Proctor Information**" enter:

Proctor: Louise Blazik; **Title:** CTM Company; **Travel College Canada;** **Address:** 16 Spadina Rd
City: Toronto; **Province:** Ontario; **Postal Code:** M5R 2S7
Telephone: 416.481.2265; **Email Address:** louise@travelcollege.ca

Complete exam registration by proceeding to "Check Out" and complete the payment section.

Step 3: Please revisit the TICO Education Standards link and either download and print (free) the Study Manual or order a hard copy for \$15.00 from the CITC website.

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Registration Form

Pre Tico Exam Prep Course &/or Proctor Venue:

Surname: _____ First: _____ Middle: _____

Address: _____ Apt./U # _____ City: _____ Prov: _____ Postal: _____

Email: _____ TICO Exam Reg. # _____

Day Tel. _____ Alternate: Tel. _____ Fax #: _____

Company Name: _____

Complete this box only <u>when registering for our Pre Tico Exam Prep Course</u>

Preferred Day:	Date:	Time:
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Fee: <input type="checkbox"/> Travel Counsellor Prep Course \$125.00 OR
<input type="checkbox"/> Combined Travel Counsellor & Supervisor/Manager: \$150.00

Complete this box <u>when registering for our proctoring service</u>

Preferred Day:	Date:	Time:
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Fee: <input type="checkbox"/> Travel Counsellor OR <input type="checkbox"/> Supervisor/Manager Proctoring Fee: \$35.00
<input type="checkbox"/> Combined Exam (Travel Counsellor & Supervisor/Manager): Proctoring Fee: \$50.00

- Note:**
1. Kindly arrange to make your payment in **Cash Only** (receipt on this form will be provided)
 2. Due to limited space for our prep course & proctoring service, it is highly recommended registration be made in person with payment immediately to confirm space
 3. For those registered in our Prep Course, please review the Study Manual in advance and bring your copy along with a pen and highlighter to the course
 4. Arrive ten minutes prior to the prep course or proctoring for the online exam
 5. Food and/or beverage are not permitted in the computer lab.

We look forward to seeing you on exam day...

Office Use Only

Registration received on: _____	Payment received on: _____	By: _____
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