

**COLLABORATIVE AGREEMENT****BETWEEN****FUNDACIÓN PARA EL FUTURO DE COLOMBIA****AND****THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO  
AS REPRESENTED BY THE SCHOOL OF CONTINUING STUDIES**

The *Fundación para el Futuro de Colombia* (COLFUTURO) and University of Toronto School of Continuing Studies (SCS) share an interest in strengthening bilateral cooperation in the field of education between Colombia and Canada, promoting stronger ties between the two institutions to increase the administrative support and guidance available for English language studies of Colombian students.

The purpose of this agreement is to foster cooperation and enhance the links between the two institutions through the provision of shared administrative support for talented students admitted to the COLFUTURO Language Program (LP), which promotes English Language programs offered at the University of Toronto School of Continuing Studies English Language Program (ELP), St. George Campus in Toronto, Canada.

The mutual cooperation will operate as follows:

1. Colombian students interested in learning or improving their English language skills will seek admission to the COLFUTURO Language Program. Once students have been admitted and decided they would like to study at the University of Toronto School of Continuing Studies English Language program (ELP), COLFUTURO will support them in their admissions processes to the English programs offered by the University of Toronto School of Continuing Studies, following the normal application procedures and meeting all the standard admission requirements (waiving application fees, if applicable) established by the University of Toronto School of Continuing Studies.
2. In addition to a completed registration form for each student who would like to enrol into an SCS English language program, COLFUTURO will provide a Letter of Payment Guarantee to support the study period indicated on the form.
3. COLFUTURO will receive the students' payments, and then make the international wire (including any transaction charges associated with wire transfer payments) of the total cost (tuition and mandatory health insurance fees) of their program (one payment in full) directly to the University of Toronto School of Continuing Studies account which will have been previously determined in Canadian Dollars. COLFUTURO will pay on the students' behalf a minimum of 14 calendar days before their programs have started. After

the 14 days, and once the payment has been made, if a student must cancel their registration because Canadian Immigration has denied their visa or study permit, their full tuition and health fees will be refunded if: the ELP is notified in writing prior to the first day of classes that the student will not be attending; and the ELP receives the original letter issued by the Canadian Embassy/High Commission confirming that the study permit was denied. The email with the documents must be received prior to the program start date.

4. SCS will invoice COLFUTURO directly for each of the students admitted. The invoices will be prepared separately for each of the students and will have a breakdown for every item.
5. SCS will provide a 15% tuition discount to full-time, in-person open enrolment English Language program tuition fees at SCS to every student sent by the Language Program of COLFUTURO. This 15% tuition discount will also be provided to the open enrolment Academic English – Online program. This benefit will be maintained and/or extended for the time the student decides to study at SCS, and exclude mandatory health insurance fees.
6. COLFUTURO will provide administrative support and guidance to the students with their admissions and visa processes. COLFUTURO will promote SCS open enrolment English language programs at the university centres mentioned above and the benefits agreed to by this mutual cooperation.
7. If any conditions arise which lead to the cancellation of the student's program by either party, notification must be received in writing by COLFUTURO or the ELP prior to the course start date.
8. Each institution will designate a coordinator to implement and monitor this agreement. In particular, the designated coordinators will be responsible for ensuring that:
  - a. SCS and COLFUTURO provide prospective Colombian Language Program students with information on their programs of interest and guidance on how to apply to the ELP at SCS.
  - b. SCS provides COLFUTURO with all the relevant promotional materials and digital brochures on the different English language programs offered by the ELP to encourage interest among prospective Colombian students.
  - c. COLFUTURO informs SCS of successful candidates by sending the application form of each student admitted to the Language Program of COLFUTURO with the Letter of Guarantee. Furthermore, COLFUTURO will inform SCS if students decide to postpone or withdraw from any programs. If a student cancellation occurs before or during the program, the [ELP Standard Cancellation Policy](#) will apply as stated on the ELP website with exception to the refund method. SCS will apply a credit to COLFUTURO's account instead of a refund via the original payment method.
  - d. Both institutions have the obligation to inform the other party of any change in the designated coordinator or signatory in charge of this agreement.

9. The designated coordinators are:

For SCS:  
Barb Petersen  
Special Groups and Customized Programs Coordinator  
e-mail: barb.petersen@utoronto.ca  
Phone number: (1) 1-416-946-3386


For COLFUTURO:  
Laura Trujillo  
Languages Program Director  
e-mail: laura.trujillo@colfuturo.org  
Phone number: (57)1 3405394 Ext. 123

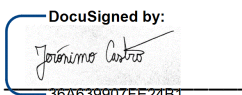
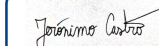
10. Both SCS and COLFUTURO will promote the agreement to prospective Colombian students who are seeking more information about English language programs prior to enrolment.

11. COLFUTURO must keep all information provided by the ELP, other than to the extent disclosure is required to perform the services in accordance with this Agreement and the terms of this Agreement, confidential.

12. The University of Toronto respects privacy. Personal information provided to the University is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admissions, registrations, academic programs, university related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government. At all times it will be protected in accordance with the Ontario Freedom of Information and Protection of Privacy Act. For more information, please refer to [www.utoronto.ca/privacy] or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, Room 104, 12 Queen's Park Crescent Walk, Toronto, ON, M5S 1A8.

This Agreement shall remain in force until June 30, 2026 and may be reviewed or renegotiated at the request of either of the representatives or the designates of each party. In the case of dispute about the interpretation of this Agreement, parties agree to meet and discuss a resolution. Either party may terminate the Agreement by providing at least thirty days prior written notice (which may be sent by email) to the other party. In the event the Agreement is terminated, any remaining credit balance owing to COLFUTURO after all outstanding balances owed to SCS for learners is received, will be remitted by SCS via cheque to COLFUTURO. If any balances remain outstanding and owed to SCS at Termination, SCS will communicate the balance owed. The term of this Agreement may be extended only by mutual written agreement of the parties. Notwithstanding the foregoing COLFUTURO students already admitted or enrolled at the ELP for whom the full invoiced amount has been paid under this Agreement will be permitted to complete their studies through the term for which they have been admitted or enrolled.

Signature:   
Dr. Catherine Chandler-Crichlow  
Dean  
University of Toronto School of Continuing Studies  
158 St. George St., Toronto, ON  
Canada  
M5S 2V8

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Signature:   
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Jerónimo Castro Jaramillo  
Executive Director  
COLFUTURO  
Carrera 15 # 37-15  
Bogota, Colombia

Date: April 4, 2024

Date: \_\_\_\_\_