



## AIRC Certification Applicant Assessment Program

*AIRC offers stackable training to earn AIRC Certification in phases. This program is called the AIRC Certification Applicant Assessment Program (CAAP).*

The CAAP program is specifically designed for new educational agencies or companies that are entering the educational recruitment business and do not yet meet the 2-year business requirement. Additionally, it is a valuable resource for organizations that would like training on how to meet the AIRC Standards.

AIRC allows up to 3 years to complete CAAP. In each of the three phases, agencies complete online, asynchronous training modules and documentation that align with the Standard requirements. Assignments are reviewed by the AIRC Certification Commission and badges can be earned for each of the three completed phases of CAAP. Contact us to learn more [[Certification@airc-education.org](mailto:Certification@airc-education.org)]

### Fees for CAAP

Agency participants in CAAP pay the regular AIRC Certification applicant and certification fees which are separated into 3 payment installments.

- \$2000\* at application and **Stage 1**. This fee covers the agency background screening report, reference checks, and the course and assessment for Standards Module 1.

- **Stage 2** fees are broken down into either a priority rate or standard rate which is determined by headquarters location and source market. This fee covers the course and assessment of Standards Modules 2 through 5 and preparation for the site review.

**Priority Rate: \$2000**

- i. For agencies in source market countries that make up fewer than 20% of current AIRC certified agency members
- ii. Currently all countries other than India fall into this category
  - iii. Top-priority markets are a sub-category within this category. These are the most critical growth markets for AIRC as determined by staff analysis and member input. They are: Nigeria, Vietnam, Mexico, Ghana, Brazil, and South Korea. The first three agencies to apply for certification headquartered in these source markets receive a \$500 discount.
- iv. Agencies with ICEF or StudyTravel status receive a \$300 discount.

**Standard Rate: \$6000**

- i. For agencies in source market countries that make up more than 20% of current AIRC certified agency members
  - ii. Currently only India falls into this category
- iii. Agencies with ICEF or StudyTravel status receive a \$300 discount.

\*All fees are not refundable.

Additional cost: The cost of travel for a reviewer to visit the agency is an additional cost for the agency. Agencies are responsible for the costs of round-trip travel and 3 nights meals and lodging for the reviewer's site visit.

**FEES FOR AIRC MEMBERSHIP**

AIRC Certified agencies pay an annual membership fee of \$2500.