

Ministry of Colleges and Universities

Ministère des Collèges et Universités

Advanced Education Learner
Supports Division

Division du soutien aux apprenants au
niveau postsecondaire

Private Career Colleges Branch
315 Front Street West
15th Floor
Toronto ON M7A 1N3

Direction des collèges privés
d'enseignement professionnel
315, rue Front-Ouest, 15 étage
Toronto ON M7A 1N3

MEMORANDUM TO: Private Designated Learning Institutions
FROM: Travis Coulter
Superintendent of Private Career Colleges
Director, Private Career Colleges Branch
DATE: September 23, 2020
SUBJECT: **Additional Guidance on Institutional Readiness Plans to
Welcome International Students**

Further to the August 15th memo from Minister Romano, I am writing to provide you with additional guidance that would support your institution in meeting the requirements specific to welcoming students coming to Ontario from outside of Canada for Fall 2020.

I would like to thank those designated learning institutions (DLIs) that have chosen to submit institutional readiness plans to the ministry and to assure you that we are committed to supporting DLIs that are undertaking the steps to develop plans in preparation for welcoming international students in a safe and responsible way.

The ministry has been working with many DLIs over the past several weeks to clarify the direction, provide additional information, and address concerns. We understand that development and implementation of robust institutional readiness plans, while critical to the safety of students and all Ontarians, is a significant undertaking and can be challenging for institutions.

In response to some of the common issues raised by DLIs and to ensure completeness of your submissions, we have developed the attached checklist of items to consider when preparing institutional readiness plans. This checklist is meant to supplement the information outlined in the August 15th memo from Minister Romano and does not replace any requirements previously communicated to DLIs.

For any DLI looking to welcome international students to your campuses this Fall, I encourage you to consult the checklist while developing your plan and to confirm that your plan addresses all the areas specified in the checklist.

I trust that this detailed guidance will help you meet the provincial and federal criteria to

demonstrate readiness and will facilitate government's review and approval of your plan.

As a reminder, institutions that do not wish to welcome international students to their campuses at this time are not required to submit plans and can continue to operate and train domestic students or international students who are already in Canada (with valid study permits) according to the measures outlined in the [Rules for Areas in Stage 3 regulation of the province's Reopening Ontario Act](#) and any applicable federal, provincial, municipal, and local public health requirements.

Estimated Number of International Students

As a separate request, we are asking all DLIs that are planning to accept international students this fall (including institutions with approved plans), to let us know an estimated number of international students you are planning to receive, including:

- International students expected to arrive;
- International students already in Canada.

Please email your estimated numbers to isp@ontario.ca. This information will be used for general sector-wide planning purposes only.

Thank you again for your ongoing collaboration as we work together on finding safe and responsible pathways for international students to return to Ontario in the unprecedented context of COVID-19 global pandemic.

Sincerely,



Travis Coulter
Superintendent of Private Career Colleges
Director, Private Career Colleges Branch

cc: Tamara Gilbert, Assistant Deputy Minister, Advanced Education Learner
Supports Division
Chris Conway, CEO, Career Colleges Ontario
Rachel Lindsey, Director, International Affairs and Operations, Languages
Canada