



**WILLIS
INTERNATIONAL
EDUCATION
CENTER**

Willis College of Business & Technology

110 Years of Excellence!
85 O'Connor Street
Ottawa, Ontario, Canada K1P 5M6
Tel: 011 613 233 1128 Fax: 011 613 233 9286
www.williscollege.com



Willis College helps pick up students at the airport with 2 week's notice in advance. Willis College ensures that students reach their accommodations safely and will call students' families as soon as they arrive.

AIRPORT PICK-UP APPLICATION

PERSONAL DETAILS

LAST NAME	FIRST NAME	DATE OF BIRTH (DAY/ MONTH/YEAR)
HOME ADDRESS	CITY	COUNTRY
POSTAL CODE	PHONE (COUNTRY CODE + AREA CODE + NUMBER)	FAX (COUNTRY CODE + AREA CODE + NUMBER)
NATIONALITY	NATIVE LANGUAGE	

Do you require airport pickup?
No Yes

FLIGHT DETAILS

Arrival Date Flight Number Arrival Time Arrival Airport

Do you require drop off?
No Yes

Departure Date Flight Number Departure Time Departure Airport

Signature _____

Date _____

You will be contacted for payment and other information upon the receipt of this form by Willis International Education Center

OFFICE USE ONLY
STUDENT ID #: _____
Date: _____
Willis authorized representative (Name) _____
Signature: _____