



Specialists International Ltd.
Management Recruitment & Training

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Student Support Package

SMART Specialists have developed a programme of student support, welfare and emergency response which is designed to provide all aspects of administration and care which, from experience, trainees and their employers need when on overseas assignment. This cover will ensure that trainees are never alone if they encounter any difficulty while they are away from home, and employers will have greater management and control of their employees through feedback from SMART, as an independent organisation who can mediate, support and can be instantly available to resolve problems and provide assistance, as it is needed.

Key services included in the package are issues where 'on the spot' help from an experienced professional are most often required. Our support package for trainees has a single monthly charge, and for this, every aspect of this list is covered.

Our package of services will cover: -

- Airport pickup & transfers
- Hotel booking
- Accommodation & references
- Trainee Induction
- Emergency repatriation
- English tuition for dependants
- Libyan school registration and transport
- Health Insurance
- Air travel tickets and assistance
- Excess baggage vouchers
- Emergency support
- Departure travel & Hotel bookings
- Progress reports
- Bank account setup & references
- Per diem, monthly allowance payments
- Processing all eligible expenses
- Worldwide payments
- Emergency cash

- Invoice Processing
- Payment to Landlords & hospitals on behalf of students
- Reimbursement of books and computer charges
- Council tax, compliance with local council legislation
- Western Union Payments
- Visa, and residency extensions
- Home office liaison
- Registration of new baby in passport
- Passport extensions and renewals
- Lost and stolen passports

SMART offers a reliable, first class service from a team of experienced professionals, and gives a 100% commitment to employers and trainees to deliver solutions, whatever the circumstances.