

CONTACT INFORMATION

	Email	Telephone
Academic Leadership		
Principal Mr. Joseph Knap	jknep@cic-totalcare.com	+1-905-572-7883 ext. 2909
Admissions & Liaison (Contact Person with Language Support for General Inquiries)		
Admissions General	admissions@cic-totalcare.com	
Recruitment and Partnership Manager Mr. Shawn Qin (Mandarin, English)	xqin@cic-totalcare.com	+1-905-572-7883 ext. 2838
International Admissions Manager Ms. Priscilla Tamaklo (English)	ptamaklo@cic-totalcare.com	+1-905-572-7883 ext. 2841
Student Service Manager Ms. Jane Liu (Mandarin, English)	jliu@cic-totalcare.com	+1-905-572-7883 ext. 2814
Short-Term Programs Coordinator Ms. Maggie Li (Mandarin, English)	mli@cic-totalcare.com	+1-905-572-7883 ext. 2731
Admissions and Liaison Officer Mr. Danny Wong (Cantonese, Mandarin, English)	dwong@cic-totalcare.com	+1-905-572-7883 ext. 2733
Student Service Officer Ms. Whitney Kwan (Cantonese, Mandarin, English)	wkwan@cic-totalcare.com	+1-905-572-7883 ext. 2732
Admissions and Liaison Officer Ms. Krystal Nguyen (Vietnamese, English)	nnguyen@cic-totalcare.com	+1-905-572-7883 ext. 2749
Admissions and Liaison Officer Ms. Julia Abdoullaeva (Russian, Turkish, Spanish, English)	jabdoullaeva@cic-totalcare.com	+1-905-572-7883 ext. 2818
Study Permit & Visa (Study Permit, Visa and Confirmation Letters)	visa.inquiry@cic-totalcare.com	
External Testing Office (English Proficiency Tests & Workshops – IELTS, TOEFL, Duolingo)	eto@cic-totalcare.com	
Medical & Wellness		

Head of Medical and Wellness Clinic Ms. May Kim	medicalclinic@cic-totalcare.com	+1-905-572-7883 ext. 2824
Medical Clinic (Assessment and Treatment for Health Concerns)	medicalclinic@cic-totalcare.com	
Wellness Counselling (Counselling and Education Services for Emotional Concerns)	wellnessclinic@cic-totalcare.com	+1-905-572-7883 ext. 2199
Residence		
Residence Manager Ms. Shara Belmonte de Castro	sbelmonte@cic-totalcare.com	+1-905-572-7883 ext.2902/6102
Residence (Residence Life Service and Support)	residence.life@cic-totalcare.com	
Pine Girls (PG) Front Desk		+1-905-572-7883 ext. 6666
Pine Boys (PB) Front Desk		+1-905-572-7883 ext. 5555
Student Leadership Development (Leadership Teams and Opportunities, Clubs, Activities and Community Service)		
Head of Student Leadership Development Mr. Brandon Lewis	sld@cic-totalcare.com	+1-905-572-7883 ext. 2829

Accounting Department		
Accounts Receivable Supervisor	Invoice.inquiry@cic-totalcare.com	905-572-7833 ext. 2846
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IT Department		
IT Supervisor	helpdesk@cic-totalcare.com	905-572-7833 ext. 2709
Mr. David Borkovic		
Security Department		
Security Manager	security@cic-totalcare.com	905-572-7833, ext. 2778
Mr. Steve Jones		
Security 24/7 (Lost and Found and Safety Concerns)		+1-905-981-0146
Tutoring (Tutoring, Peer Tutoring and Academic Support)		
Ms. Liliana Rios	lrios@cic-totalcare.com	
University Placement & Guidance Services by Family Names		
EPP, University Supplementary Application	ccheeranjie@cic-totalcare.com	+1-905-572-7883 ext. 2834
Ms. Cathy Cheeranjie		
A-J Guidance Counsellor	helkhalil@cic-totalcare.com	+1-905-572-7883 ext. 2873
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Ms. Grace Yang		