Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mutual Agreement**

This agreement is hereby entered into by **Mr**. **Asaduszzaman Shakil** – Owner of **Shakil Education Group**and **\_\_\_\_\_\_(student name)\_\_\_\_\_\_\_\_\_\_, S/O:\_\_\_\_\_\_\_(father name)\_\_\_\_\_\_\_\_\_\_, Date of Birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Permanent Address:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Sylhet sadar-3100,Bangladesh on this date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Purpose:** To protect the service, privacy – unauthorized usage or disclosure – and payment claiming right between the parties above mentioned.

**File Details:**

**1)\_\_\_\_(student name)\_\_\_\_\_\_\_\_\_\_\_\_**: Date of Birth:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**; Passport no.:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*\*Here is mentionable that. This agreement has been done with the applicant’s \_\_\_\_\_( applicant’s sponsor name) \_\_\_\_\_\_\_\_\_\_ Date of Birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, National Id Number:\_\_\_\_\_\_\_\_\_\_\_\_\_, as he is the main financial Guardian of\_\_\_\_student name\_\_\_\_\_\_\_\_\_\_\_. So, \_\_\_\_\_\_\_\_\_\_\_\_and \_\_\_\_\_\_\_\_\_\_\_\_\_both are equally liable for this agreement.**

***The parties hereby agree to the following terms and conditions***:

**A.**According to the agreement, under the **USA STUDENT PACKAGE**, Mr. **Asaduszzaman Shakil** **(The Owner of Shakil Education Group)** will include/invest the following respective amounts of money on students before getting the visa:

1. University/College Admission fees (if any)
2. Statement of Purpose (SOP) or Motivation Letter Writing Support
3. DHL Fees
4. SEVIS Fees
5. Embassy fee
6. Genuine Bank Sponsor Support
7. File preparation & submission

**B.**Moreover, Mr. **Asaduszzaman Shakil** **(The Owner of Shakil Education Group)** will give the Following University Admission and Consultancy Services:

1. They would review students' documents and find out the suitable programme at well-ranked University.
2. They would assist the student in getting a scholarship.
3. They would counsel students with expert education counselors.
4. They would guide the student in document collection.
5. They would apply for students university admission
6. They would help student in their visa application and interview.
7. They would brief students at pre-departure.
8. If necessary, they would help to book an air ticket.

**C:** According to the agreement **\_\_\_\_(student name)\_\_\_\_\_\_\_\_\_\_\_; DOB:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**; Passport No.: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;**will pay for the services mentioned above as per following mentioned regulations:

**Before Admission:**

1. Students must submit the original copy of all educational documents and Passport.

2. Student/ Guardian must give us a Cheque for the full amount of the package.

3. Payment must be made within 10 days after the visa.

4. According to the Shakil Education Group policy, all information such as email address, tracking number and reference number will be under the control of Shakil Education Group, the student must not have any claim about it.

5. If a student does not want to do the processing after the application to the University he/she can take

back his/her submitted documents with the payment of 40,000.00 (Forty thousand) taka. Further, if any student wants to cancel the processing after getting the admission letter or offer letter, he/she will have to pay 100,000.00 (One Lac) taka to get his documents back in the same semester. Furthermore, if any student does not want to continue his/her process in the same academic semester after getting the offer

letter, he/she can get back his/her documents after passing the visa application deadline and with a payment of 40,000.00 BDT (Forty thousand).

**After VISA:**

1. Total charge of University Admission Service+ VISA service has to be paid either in cash or in cheque. The total service charge is BDT 8,00,000.00 (Eight Lac) for this file. **(\_\_\_Cheque holder name\_\_\_\_\_\_\_)** has already given a **cheque (cheque number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, Amount: 8,00,000/- Eight Lac BDT, (A/C\_\_\_\_\_\_\_\_\_\_\_\_\_)\_\_bank name\_\_\_\_\_\_\_\_\_\_(\_\_\_\_Branch name\_\_\_\_\_) .)** to Mr. Asaduszzaman Shakil.

2. Shakil Education Group has received from **\_\_\_\_student name\_\_\_\_\_\_\_\_\_\_**the following documents.

**LIST OF DOCUMENT RECEIVED: 1)** SSC certificate and Transcript (2 copy), **2)** HSC certificate and Transcript(2 copy), **3)**Bachelor certificate and Transcript, **4)**MOI Certificate, **5)**JOB certificate, **6)** Recommendation Letter() ,**7)** Passport ().

**N.B**. **Mr**. **Asaduszzaman Shakil**  **(The Owner of Shakil Education Group)** will not claim any service charge if students’ VISA is unsuccessful for any inconvenience.

**Shakil education group** will make application for the two semesters **(\_\_\_\_\_\_\_\_\_\_\_)** and student must cooperate with the all procedure of the Mr. Asaduszzaman Shakil (The Owner of Shakil Education Group) .

This agreement shall be governed under the jurisdiction of People's Republic of Bangladesh.

The undersigned agree to the terms of this agreement.

Signature Signature

Name of Signatory: Name of Signatory:

Date: Date:

**Witnesses**

1.

2.

3.