

This letter serves as a formal agreement between Mr RajendraRijal (CEO of KIEC PVT. LTD.) and Mr/Ms ..... Daughter/Son of ..... granddaughter/grandson of ..... age ..... a resident of ....., having passport number ..... is a student of KIEC PVT. LTD, who is applying abroad study services for .....course at ..... university/college in ..... Mr RajendraRijal from K.I.E.C. PVT. LTD. is addressed hereafter as first Party and Mr/Ms..... is addressed as Second Party.

Both parties, Mr Rajendra Rijal from K.I.E.C. PVT. LTD and Mr/Ms ..... agree with the following terms and conditions.

1) The First Party agrees to provide counselling services to the Second Party as per his/her request/desire to study in his/her chosen college or university. The Second Party agrees to submit his/her academic documents except for passport before applying for the offer letter to his/her chosen college / university and he/she has to pay NRs.5000 if he/she wants to withdraw his/her application after receiving offer letter from University/College.

2) Both parties agree that the Second Party will be considered responsible for the extended time while intending to change the chosen university/college before or after the Second Party's study commences at the university/college abroad. The Second Party also understands that the First Party will bear no responsibility for the extra time taken if the Second Party wants to postpone his/her intake.

3) In case of the inability of the Second Party to continue his/her study at the respective university due to his/her health, homesickness or other personal reasons, the Second Party agrees to receive a refund as per the rule of the university. The Second Party understands that the First Party won't be responsible if the Second Party does not receive any refund from the University.

4) The Second Party agrees to be responsible if he/she is sent back to his/her home country from his/her university due to the breach of the respective countries and respective university/college's rules and regulations. In such a case, the Second Party won't receive any refund from the university/college and the First Party will have no responsibility for it. Moreover, the Second Party will be responsible for his/her visa rejection due to fake documents or his/her past Immigration History. The First Party will bear no responsibility if the Second Party does not receive a refund in time or if the Second Party does not receive any refund due to the above-mentioned reasons. In addition, the Second Party may receive more or less refund than the amount paid to the respective university due to the fluctuations in the currency exchange rate and refund will be made as per the refund policy of provider. However, the First Party will take responsibility for the refund procedures.

5) The First Party won't refund the service charge to the Second Party if the Second Party changes the university/college on his own, flees or does not remain in contact. With regard to the refund of the university/college tuition fees and health insurance, the First Party won't be responsible if the Second Party does not fly to his/her study destination after the visa grant.

6) The First Party won't take any responsibility of the Second Party's financial expenses if the Second Party's university/college comes under legal investigation or is shut down by the respective country's government. However, the First Party will be only morally obliged to coordinate with the respective university/college regarding a refund or other assistance to the Second Party.

7) This formal agreement will remain valid from the date of signature until second party finish his/her course in respected university/college as mentioned.

8) Both parties agree that the First Party won't be responsible for the closure of the Second Party's university due to natural disasters like earthquakes, ocean tides and so on.

9) As this contract is an embodiment of the First Party's contract with the respective university and immigration of the Second Party, the Second Party concurs to abide by this contract.

10) The Second Party agrees not to disclose or reveal the First Party's confidential information to any person, organization or firm.

11) It is Second Party's responsibility to have patience and wait for the appropriate duration of time till the offer letter/Financial approval/Enrolment confirmation (COE/CAS/I20/Unconditional Letter) from the respective university/college is received.

12) The Second Party is fully aware of his/her university/college tuition fees, course duration, accreditation, credit and recognition, estimated expenses (study and living cost), health insurance, travel cost and work rights. The Second Party agrees to bear his/her own living expenses. If a student receives his/her visa on time but is unable to join the class even within the provided late acceptance date due to his/her own reason, the first party won't be responsible for further enrolment. Also, the first party won't be responsible if he/she has to return back to the home country due to the same reason.

13) Both parties understand and agree with the conditions of this contract and have their signatures on it.

14) Any issue related to this contract will be addressed and solved by mutual understanding. If not solved by the mutual consent Muluki Civil Code Act 2074 will applicable.

15) In order to communicate or exchange any information with each other, both parties agree to use the following contact details:

First Party.

Second Party

Mr RajendraRijal. (K.I.E.C. PVT. LTD.)  
 Email.....  
 Phone.....

Mr/Ms.....  
 Email.....  
 Phone.....

Witnesses:

A) Father/Mother/Spouse of student's:....., aged....., a resident of.....

B)