



**Ashland Educational Services, Inc.**  
[www.AshlandEducationalServices.com](http://www.AshlandEducationalServices.com)  
12555 Orange Drive. Ft Lauderdale, Fl. 33330  
Email: [Info@AshlandEducationalServices.com](mailto:Info@AshlandEducationalServices.com)

**Instructions to complete the Application Agreement Form**

- Step I Read the “Policies, Conditions and Limitations” section of the end of the Application Agreement Form. (AAF) Page #2.
- Step II Complete and sign the Application Agreement Form
- Step III Enclose your academic support documents in original language with certified English Translations.
- Step IV Attach the full amount fee (non-refundable after three days).
- Step V Mail the packet to our office. Visit our website for the latest information.

**Personal Information:**

Last Name

(Family): \_\_\_\_\_

First Name: \_\_\_\_\_ Middle/ Maiden name: \_\_\_\_\_

Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

Mailing Address:

Apt No. \_\_\_\_ City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Wireless No.: \_\_\_\_\_

Email address: \_\_\_\_\_

**Academic History:**

| Institution Attended | City, State/Province, Country | Date Attended | Degree Earned | Graduation Date |
|----------------------|-------------------------------|---------------|---------------|-----------------|
|                      |                               |               |               |                 |
|                      |                               |               |               |                 |
|                      |                               |               |               |                 |



Email address: [Info@AshlandEducationalServices.com](mailto:Info@AshlandEducationalServices.com)

Phone No. 1-954-862-1722

Fort Lauderdale, Florida.

**Purpose of Evaluation:**

Circle one: (a) Employment (b) Education (c) Professional Board (e) Other

**Comments:**

**AES Policies, Conditions and Limitations:**

1. **Refund policy:** The customer has the right to cancel within three working days for a full refund.
2. **The destination entity** has the final decision on the evaluation credentials advisory report of the applicant.
3. **Total cost is: \$523.00. Including a 30 minutes interview with staff member by phone, email or in person. Additional time will be charge at the rate of \$75.00 per hour. Additional copies have a cost of \$20.**
4. **In the event, of a NSF check or stop payment and/or cancel payment, a fee of \$78 plus a collection charge will be added to the account. We have the right to report you to a collection agency or an attorney.**
5. **We reserve the right to request a course description of university study.**
6. **The customer** needs to submit original documents from the college or university to be able to process the application.
7. **The applicant needs to abide to the code of ethics stated in our web site.**
8. **The foreign credential are advisory documents and are not binding upon any agency, institution, licensing board organization, which may use them.**
9. **I release AES from any and all liability whatsoever resulting from the use of a credential evaluations advisory report by me or third party.**
10. **Evaluators, CIO, Advisory Board members and/or A.E.S. staff** are members of NAFSA.org., AACRAO.org, CIES.org and EIAI.org or/ and accredited by International Organization Credential Evaluation Services. [www.IOCES.org](http://www.IOCES.org) and [www.IOCES.org.uk](http://www.IOCES.org.uk). Check our website for the latest information on Policies, Procedures, Limitations and Disclaimer.

I certified that the information provided in this application form and all support materials are true and correct. I have read the instructions and policies and conditions in this applications and/or our web site and accept the policies, conditions and limitations stated herein.

Client's signature. \_\_\_\_\_ Date: \_\_\_\_\_

Instructions: Mail all original documents with the English Translation to:

**Ashland Educational Services 12555 Orange Drive. Ft. Lauderdale, Fl. 33330. 2nd Floor.**

Electronic mail: [Info@AshlandEducationalServices.com](mailto:Info@AshlandEducationalServices.com)

Web site: <http://www.AshlandEducationalServices.com>



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