

C. EVALUATION REPORT REQUEST & FEES

C.1. Experiential Learning Evaluation Report: (\$600.00)
Subtotal of fees: \$ _____

C.2. Extra Copies (optional, specify number):
_____ x \$30.00
Subtotal of fees: \$ _____

C.3. RUSH Service (optional):
 Ten (10) Business days (\$200.00 extra)
Subtotal of fees: \$ _____

Note: Fees for RUSH Evaluations Service must be paid by credit card (MasterCard/Visa only)/money order/cashiers check.

C.4. Delivery of Official Evaluation Report to address in A2 (optional, check only one):

Overnight courier (domestic/US only) _____ x \$35.00 \$ _____

Overnight courier (overseas/international) _____ x \$65.00 \$ _____

C.5. Delivery of Official Evaluation Report to address(es) OTHER than A2 (optional, check only one):

Overnight courier (domestic/US only) _____ x \$35.00 \$ _____

Overnight courier (overseas/international) _____ x \$65.00 \$ _____

Credit Card Payments:

Check one: MasterCard Visa

Card Number: _____ Expiration Date: _____ / _____

3 digit security code (appears on the back of the card): _____

Billing Address (if different from address in A.2.):

(number & street) (apt./suite #)

(city & state) (zip/postal code) (country)

Card Holder's Name (please print): _____

I hereby authorize the Academic Credentials Evaluation Institute, Inc.

to utilize my credit card for the detailed billing as noted on the Application for Experiential Learning Evaluation.

Signature: _____ Date: _____

D. EVALUATION MAILING & PURPOSE OF EVALUATION

Purpose of Evaluation: (Please specify/provide complete name of agency/institution requiring the evaluation): _____

Evaluation Mailing

Check only one:

Official evaluation and duplicate copy to be mailed directly to the address in section A2 above.

Official evaluation to be mailed to the address(es) below with copy to address in section A2 above.

1. _____ 2.(extra) _____

E. TERMS AND CONDITIONS

E.1. Altered or Forged Credentials:

An evaluation will not be prepared and fees will not be refunded in the event ACEI determines that the educational credentials submitted and/or information supporting work experience are invalid or have in any way been altered, tampered or forged. The institution or agency for which the evaluation is intended, academic institutions, government agencies, and other evaluation services will be notified.

E.2. Equivalency Recommendations & Guarantees:

The U.S. educational equivalencies recommended in ACEI evaluation reports are in accordance with established guidelines and represent the considered judgements of qualified evaluators. ACEI evaluations are advisory and not binding on any institution, agency or third party. ACEI does not guarantee that an applicant will agree with its evaluations and assumes no responsibility for judgments or opinions made by an applicant, agency or by any third party which may disagree with its educational equivalency recommendations. In the event of a dispute between the applicant and ACEI, such disputes shall be governed by California law and shall be subject to the jurisdiction of the Los Angeles County Courts.

E.3. Re-Evaluations:

Re-evaluations of credentials not submitted with the original application request are treated as new evaluations and a second payment of the evaluation report is required.

E.4. Refunds:

Fees are non-refundable once an application for credentials evaluation has been filed.

E.5. Verification of Academic and Professional Credentials:

ACEI reserves the right to contact institutions and employers to verify studies/credentials, professional experiences and other credentials submitted for evaluation. ACEI reserves the right to request applicants to submit original documentation for evaluation.

F. CERTIFICATION BY APPLICANT

F.1. I certify that I have read the information appearing on these pages and that I accept and agree to the terms and conditions stated therein.

F.2. I certify that, to the best of my knowledge, all the information provided in this Application for Experiential Learning Evaluation is true, complete and correct.

F.3. I understand that the educational equivalency recommended by ACEI is advisory and not binding on any individual, institution or agency.

F.4. I release ACEI from any liability for damages resulting from the use of the evaluation report.

Signature: _____ Date: _____

Name (printed): _____

Your signature must appear above before an evaluation will be prepared.