

Contract for Educational Consulting Services: Collegelocators.com

Collegelocators.com's Responsibilities Include:

1. In depth interviews with parents and students to thoroughly evaluate the student and recommend appropriate schools. Consultations with teachers and other professionals when appropriate.
2. Professional evaluation of all academic records.
3. Research to develop a realistic list of schools tailored to the student's abilities, interests and needs.
4. Reviewing student options after visits.
5. Providing guidance with applications, including review of student essays.
6. Preparing student for the school interview process.
7. Assistance with making final school choice.
8. Updating of educational information through school visits, maintenance of a reference library and participation in national and regional professional meetings.
9. Maintaining memberships and ethical standards of: New England Association for College Admission Counseling, Southern Association For College Admission Counseling.

Collegelocators.com's Responsibilities Do Not Include:

1. Guarantee of admission to or satisfaction with programs of a particular school.
2. Exertion of undue influence on school admission officers or others related to the admissions process.
3. Writing essays or filling out applications forms.

Student And Family's Responsibilities Include:

1. Remaining in close communication with Consultant in order to facilitate placement and monitor status of applications.
2. Notifying Consultant of intention to accept or decline offers of admission.
3. Conducting the admissions process in an ethical and conscientious manner.

The parties agree that the educational recommendations are provided on a best effort basis, as a result of Collegelocators.com's professional evaluations of the student's needs, interests and abilities and are based on accuracy of information submitted by the student and materials available from schools. The Consultant shall neither solicit nor accept compensation from any institutions for placement of the client.

I have read and understand the conditions stated above for educational consulting services and agree to pay:

___ The Full fee of \$2,000.00 for said services. This fee is inclusive, but does not include agreed upon special arrangements. Payment may be paid in full at the time of contract signing or may be paid in two installments as follows: \$1,500.00 due at initial meeting; \$500 due when final school decision is made.

___ The Full Fee of \$500.00 for initial evaluation, recommendations and support services.

ACCEPTED: Client _____ Collegelocators.com _____
Michael J. Donahue, Director

Printed Name _____ Date _____