

APPLICATION FORM

1. PERSONAL DETAILS

Title: Mr/Ms/Miss/Mrs Etc _____

Surname: _____

Other Names: _____

Nationality: _____

Sex: _____

Date of Birth: _____

Permanent Home Address: _____

All Contact Nos: _____

Facebook: _____

Email Address: _____

Twitter: @ _____

1:2 Next of Kin: In case of emergency please call

Contact No: _____

Name: _____ Relationship: _____

2. SPONSORSHIP

Please give details of sponsorship

Who is paying for the fees? _____

What is his/her Occupation? _____

Contact details including telephone number of sponsor: _____

Have you applied for any visa before? **Yes** ☐ **No** ☐ If yes please give details _____

3. ACADEMIC DETAILS (Please give academic details)

Highest Current Qualifications:

SSCE ☐ 'A' LEVEL ☐ DIPLOMA (OND/ HND) ☐

1ST DEGREE (Undergraduate Degree) ☐ MASTERS ☐

Associated Degree ☐

Course and Grades achieved: _____

Year Awarded: _____

Institution Attended: _____

Have you taken IELTS/TOEFL/GRE/SAT/GMAT: **Yes** ☐ **No** ☐

If yes provide date of examination and result achieved _____

NB: Please ensure that you should scan and attach all your certificates to the email in order for us to be able to submit your application to the school/university of your choice. Without copies of your certificates your application is invalid!

4. Intended Field of Study:

What is your intended Study Program? 1st Choice: _____

2nd Choice- _____

What is your preferred study destination? 1st Choice _____

2nd Choice _____

Additional information (work experience etc) _____

How many years of work experience? _____

5. How did you hear about Epignosis Education Consultancy?



RETAINER AGREEMENT - SCHOOL ADMISSION APPLICATION

Between: _____

("hereinafter referred to as the "Client ")

-And-

Epignosis Education Consultancy Private Ltd
("hereinafter referred to as the "Consultant ")

The Client(s) hereby authorizes, retains and employs Epignosis Education Consultancy as a Student Recruitment Consultant Company to act on his/her behalf with respect to client (s) school admission requirements:

1. RESPONSIBILITIES OF THE CONSULTANT

WHEREAS, Epignosis Education Consultancy is a Student Consulting Company which provides quality recruitment solutions to individuals and families who wish to study abroad.

AND WHEREAS, the Client(s) needs assistance in applying for a School/University Abroad.

NOW THEREFORE, in mutual consideration of the premises above and covenants herein contained, the parties agree as follows:

2. DUTIES OF THE CONSULTANT

The Consultant undertakes to:

- a. Assess the Client(s) personal details and eligibility information, as provided in the assessment form.
- b. Assist the Client(s) in the preparation of the admission, including review of all documents and supporting evidence and submission of the application to a school/University abroad.
- c. Counsel the Client(s) at various stages of the process as and when necessary.

3. RESPONSIBILITIES OF THE APPLICANT

The Applicant(s) undertakes to:

- a. Extend authority, by signing this agreement to the Consultant to represent the applicant with respect to all matters relating to the Application for School Admission, and this authority shall extend to all dependents, if any, listed in the application.

- b. Provide truthful, accurate, and complete information to the consultant, with the understanding that any inaccuracies may seriously affect the outcome of the application.
- c. Acknowledge that the consultant has not undertaken to provide any legal advice on any topic other than the application for school admission.
- d. Acknowledge & understand that it is the applicant's responsibility to provide to the consultant all required application supporting information.

4. CONSULTANCY FEES PAYABLE:

That the Client undertakes and agrees to the following:

- a) It is the responsibility of the Client to ensure that the consultancy fee is paid to the consultant. The consultant is only responsible for the fee that has been successfully deposited in their designated bank account or paid at their office.
- b) Client shall pay to the consultant the amount agreed by both parties upon receipt of an invoice stating the agreed amount.
- c) Acknowledges the fact that the consultancy fee is not a tuition fee. The tuition fee is payable to the School/University account.

5. AGREEMENT DETAILS: The parties agree and undertake that this agreement represents the entire and complete intention of the parties, that it is the intention of the parties that this contract, be drafted in the English language.

6. REFUND POLICY:

The Consultant and/or their Associates **CANNOT** make assurances!!!

The client(s) acknowledges that the Consultant and/or their associates do not make decisions on School Admission applications.

The parties agree that a period of 48hours is given to the client(s) after payment to decide if they so wish to continue with the application. This period shall be termed the "Cooling period" after which there shall be no refund of consultancy fees paid by the client(s) after the said period has elapsed.

Furthermore, no refund of prepaid professional or Office Admin Fees would apply if the applicant unilaterally decided to DISCONTINUE with the application after the consultant has prepared the application.

7. JURISDICTION: This Retainer Agreement shall be governed by the laws of Zimbabwe.

8. COMMUNICATION: Method of communication shall be through emails or such generally accepted means of communication. The consultant or their associates will respond as soon as possible. For very urgent matters, calls will be permitted.

9. CONFIDENTIALITY: All information and documentation reviewed by the Consultant, required by Universities and Institutions and other governing bodies, and used for

the preparation of the application will not be divulged to any third party, other than agents and employees without prior written consent of the applicant, except as required by law.

10. FORCE MAJEURE: The consultant's failure to perform any terms of the Application Retainer Agreement, as a result of conditions beyond his/her control, such as, but not limited to government restrictions or subsequent legislation, war, strikes or act of God, shall not be deemed a breach of this agreement.

11. TERMINATION: This Agreement is considered terminated upon completion of tasks identified under section 2 of this agreement. This Agreement may be terminated, upon writing, by the client(s), at which time any outstanding fees or disbursements will be refunded by the CONSULTANT to the client(s). This Agreement may be terminated, upon writing, by the CONSULTANT, provided withdrawal does not cause prejudice to the Applicant(s). This Agreement is subject to the laws in effect in Zimbabwe.

Client has read this Agreement and agrees to all terms and conditions as stated. There are no verbal agreements between Client and the consultancy modifying, amending or expanding the terms of this Agreement.

DATED THIS ----- day of -----, 2022.

Name and signature of client

Pastor Colly Masuku

Director & International Recruitment Manager