



## Educational Consulting Services for International Students

### *Terms, conditions and scope of services*

This agreement enables Strategies For College, Incorporated (SFC) to become a higher education advisor to your family. Your SFC Advisor will provide information, counseling, proprietary tools and assessments to help you develop and implement a custom strategy with regards to admission and enrollment in a U.S. college or university. We do not “guarantee” admission to any college or university.

Below are the “mutual responsibilities” to which we agree to adhere:

#### **What we expect of you:**

- BE PREPARED for your meetings by completing “assignments,”
- MAINTAIN the confidentiality of copyright documents you receive from us (i.e., do not share copyright information with anyone),
- SUBMIT timely, accurate and complete information to us when requested,
- COMPLY with your school’s policies and procedures with regards to data submission,
- ADHERE to deadlines we specify. Except for illness and other events beyond your control, we expect you to complete things on time,
- DISCLOSE learning disabilities, counseling, medical, legal or other circumstances which may impact our ability to serve you and your family,
- PAY the fees associated with submission of admissions applications, financial aid applications and standardized testing.

#### **What you can expect from us:**

- EXPERT GUIDANCE through the process of identifying and applying to college each step of the way,
- ASSIST you with defining, and prioritizing your objectives,
- PROVIDE timely interactions, current information and quality professional services,
- BE ACCESSIBLE to you throughout the duration of your agreement,
- RESPOND to your telephone calls and e-mails promptly,
- CREATE an online account for you to research colleges and store data,
- ENSURE the privacy of your confidential information (privacy policy attached)

**Interactions:** Interactions are scheduled according to when you begin the program. The interval between them is established at our discretion in order to allow you and us ample time to complete assigned tasks. Interactions typically require 30-60 minutes depending on the topic of discussion. We prefer to have our interactions take place during normal business hours, but we recognize that this is not always possible, for example, when working with international advisees and their parents who are going to school, living and working in other time zones and countries. We are available during evenings and weekends during peak times, and when necessary for our international clientele.

#### **Privacy Policy:**

- We will always protect your right to privacy. By “you” or “your,” we mean your entire family and any information that is disclosed to us as part of this engagement.

- We collect nonpublic personal information about you that is either provided to us by you or obtained by us with your authorization.
- We do not disclose any nonpublic personal information obtained in the course of our engagement except as required or permitted by law. Permitted disclosures include, for instance, providing information to our employees and consultants who will use this information to assist us in providing services to you. In all such situations, we stress the confidential nature of information being shared.
- We retain physical and digital records relating to the professional services that have been provided and the fees you have paid. We also maintain physical, electronic, and procedural security safeguards to protect these records. Records relating to the services provided are destroyed upon your request or three years after the completion of our engagement.

**E-mail:** E-mail support is provided throughout your scope of services. We usually respond to e-mail within 1-2 business days. Please make your emails brief, concise and on point.

**Scope of Services for International Students and Parents (See details below):**

- College Search & Admissions Counseling
- Admissions Application & College Essay Guidance
- Maximizing the College Visit and Interview
- What to Know Before You Go

**Basic Cost of Services: \$12,000 US\***

\*If the SFC Advisor travels beyond the Upper Valley of NH and VT to meet and work with the international student and her/his parents, all expenses associated with that travel (hotels, meals, and transportation to and from the designated location) will be invoiced to the family of the advisee. Additional fees may also apply based on individual circumstances. You will not be charged more than the Basic Cost unless an agreement is reached between the parties to this agreement.

**Payments:** All services are “prepaid” unless other arrangements are made. We do not invoice private individuals. Financial transactions are completed online using a major credit/debit card.

**Your acceptance of the terms and conditions and the payment page is**

**located at: <https://strategiesforcollege.com/international>**

After reviewing this document, please return to the page noted above and complete your payment to enroll in this program.

**Refunds & Cancellations:** This agreement may be canceled by either of us with **written notice (email is acceptable)** within three business days of the date signed below for a full refund. After three business days, if you or we decide to cancel this agreement, a file audit will be conducted. An appropriate pro-rata refund (or summary of the file audit if no refund is justified) will be issued within 30 days of the cancellation request.

## Scope of Services for International Students

Strategies for College provides an objective evaluation of chances for admission to selective and highly selective colleges using our Personal Assessment and College Admissions Profile (CAP). The CAP Index is a *proprietary* and strictly quantitative measurement of a student's competitive position for admission at the 900+ colleges in our data base. It has proven to be highly accurate in assessing the academic credentials to be evaluated for admission. ~~including:~~

Your Strategies for College advisor will provide guidance and support on a number of important factors that will assist you in a most positive and honest representation of yourself in your US college and university applications including:

- review of 11th Grade/third year PSAT (or diagnostic ACT or SAT) if you are able to take them, and ultimately a review of your actual standardized testing results
- thorough evaluation of the secondary school transcript and extracurricular activities,
- calculation of unweighted secondary school GPA based on core courses,
- exercise to clarify family priorities for college selection,
- discussion of the family priorities from exercise above,
- identification of 18-24 colleges at which the student has a reasonable chance for admission, that fit the family's financial criteria, and are good "fits" for the student's identified priorities,
- assist student with researching and refining candidate colleges to 8-12 preferred schools,
- visit and interview coaching,
- "demonstrated interest" counseling,
- discussion of the "Must Do" activities when visiting a campus,
- essentials of meeting with regional admissions officers and alumni, faculty and department heads and coaching to help you maximize these meetings should they occur.
- guidance on attending college fairs and "open houses,"
- College Evaluation Checklist which provides an opportunity to quantify observations about each college visited to make meaningful comparisons

If it is possible for you to visit U.S. college campuses, we will meet or discuss your observations via Zoom, Google Meet, or Skype and further refine the college list and adjust college search criteria if necessary, and assist with defining the final college list.

## Admissions Application and Common Application Guidance

**College Essays:** While we cannot and do not write essays for students, Strategies Staff who specialize in assisting students with college essays help them brainstorm for suitable and appropriate topics, refine their approach to the topic, provide editorial input and make sure the real "voice" of the student is expressed. Students will have a chance to review and critique sample essays using criteria we supply. This is perhaps the most neglected area in the college admissions application, and its importance should not be minimized given the greater emphasis that many highly selective colleges place on both who the applicant is as a person, and her/his writing ability. Included are the basic essay for the Common Application, and up to ten (10) individual college supplemental essays.

**The Common Application:** Strategies advisors take students through the Common Application and any new changes in its format. We manage the application process from initial setup through online submission of the core application and any required supplements for each college including:

- Working with students to coordinate teacher letters of recommendation, secondary school advisor evaluations, transcript release forms and official SAT/ACT score reports with the

submission of the application so that each document (ideally) arrives at its intended destination on time

- Reviewing Common Application & Supplements prior to submission

## What to Know Before You Go:

Attending college in another country, another culture is a big endeavor for both the international student and her/his parents. While it is impossible to prepare for everything your child might experience when attending a U.S. university, an on-line meeting, discussion and checklist will cover highlights including:

- the value of attending a college's international orientation,
- important ground rules for choosing appropriate courses – especially in the first term/semester,
- what to ask and what to share regarding roommate selection, and first year residence hall options
- what to be aware of regarding various U.S. college services from counseling to campus police,
- how to get off to a great start with your professors both in and out of the classroom,
- what you need to know regarding life after classes,
- why you should get to know the people in career services during your first term on campus
- reminder about critical immigration paperwork that must be completed if you do not hold a U.S. passport
- the importance of health insurance coverage – who to talk to, what to ask

## Student Pledge

This is an important time for you, and I want you to know that I am committed to providing you with my very best effort. In return, I'm asking for no less than your best effort. Working together, I'm confident that we will see the best outcome for your college admissions campaign. In that regard, let's agree to the following:

- I will take this effort seriously by making time in my schedule to attend, participate and engage in college planning meetings (via Zoom, Google Meet, or Skype in most cases), and timely e-mail correspondence, and to complete college planning assignments given to me.
- I recognize that a successful outcome for me requires that I elevate the critical college planning milestones and meetings at least to the level of athletic, employment and recreational activities.
- Except for illness and other events beyond my control, I will make every effort to be on time and avoid rescheduling my meetings.
- I will not limit myself to fewer than six colleges for final consideration without discussing my reasons with my Strategies counselor and my parents. I will apply to at least six colleges that I am willing to attend even if one of them is an Early Decision application.
- I will work with my counselor to understand and apply the principles of sound decision-making taking into account a fair assessment of my competitive position.
- I will become familiar with and adhere to the deadlines and milestones essential to my admission and, if appropriate, my eligibility for college financial assistance and merit scholarships.
- I will work with my Strategies counselor to establish a clear college planning strategy which incorporates my personal traits, talents and strengths, preferences and abilities. I will share that strategy with my parents.
- I will work with my parents and my SFC advisor to establish the best possible schedule for visiting U.S. colleges and universities if my school calendar, family finances and personal obligations permit me to travel to the United States.

- During visits, I will interact with admissions representatives, students, faculty and athletic/sport coaches (where applicable).
- I will advise my SFC advisor and my parents of any changes in my priorities, preferences or criteria that might impact my college list, scholarships or financial aid.
- I will ask for more help if I need it.
- I will check my email a minimum of three times weekly.
- I will respond to email from my SFC advisor within 48 hours.
- I will login to my Strategies For College online account at least once per week.
- I will do my best to have fun during this process!