



Worldwide Education Consultant Services, Inc

<i>OFFICE USE ONLY Amt. pd & date</i>	<i>Amt. due</i>	<i>Amt. pd & date</i>	<i>Pickup</i>	<i>Mailed</i>
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Personal Information:

Name _____ Previous/Maiden Name _____

Mailing Address _____

Phone _____ Fax _____ E-Mail _____

Date of Birth (Month/Day/Year) _____ Sex: Male Female

Has WECS, Inc. previously completed an evaluation for you? Yes No If yes, provide WECS, Inc. Reference # ARG _____

List all educational institutions attended, beginning with secondary school.

Name of Institution	Country	Dates of Attendance	Diploma/Certificate/Title	Year of Graduation

Send Evaluation Reports To:
 If you want one of the 2 original sets sent to an institution, agency or employer, please provide the addresses to which we will be sending the evaluations. Please understand that there is a separate mailing fee for each address.

Evaluation Fees (fees are subject to change)

- Document Evaluation (\$70.00)
- Detailed Course – by – Course Evaluation (\$150.00)
- If documents are in Spanish – add (\$50.00) for translation
- Course – by – Course Evaluation with separate High School Document Evaluation – add (\$20.00)
- High School Document Evaluation with GPA (\$75.00)

Translation Fees

- Spanish to English Translation of Transcripts (not an evaluation – (\$60.00)
- Spanish to English Translation of Transcripts – Legal Size (not an evaluation) – (\$75.00)

****There are no rush services for translations.****
 Please understand that a translation is not and will not be accepted as an equivalency report. Please make sure that you specifically ask the agency requesting the documentation whether they are in need of a credential evaluation or a verbatim translation of your documents. We cannot be responsible for incorrect information provided to you by other agencies. I am requesting that WECS, Inc. provide me with a translation of my documents and I will not hold them liable for any misunderstandings.

Signature: _____ Date _____

Rush Services

Document Evaluations	Course-by-Course Evaluations
<input type="radio"/> Same Day (\$50.00)	<input type="radio"/> Same Day (\$120.00)
<input type="radio"/> 24 hours (\$40.00)	<input type="radio"/> 24 hours (\$100.00)
<input type="radio"/> 48 hours (\$30.00)	<input type="radio"/> 48 hours (\$80.00)

Delivery Options

- Regular U.S. Mail (\$3.00)
- Priority Mail – guaranteed 3-4 days (\$10.00)
- LoneStar Overnight to certain addresses within TX, LA & OK (\$20.00)
- FedEx-U.S. (\$25.00)
- FedEx-International (\$50.00)
- LoneStar Overnight to Mexico - estafeta (\$25.00)

Payment Options (A \$3.00 fee will apply to all Checks & Debit Cards and a \$5.00 fee to all Credit Cards)**

- Cash
- Check Enclosed (Payable to WECS, Inc.) ****Please send a copy of your ID** (\$3.00)
- Money Order (Payable to WECS, Inc) ****Please make sure to sign the money order****
- Charge my: (please check one) Visa Discover American Express Master Card
- Debit (in person only) - \$3.00
- (in person or by phone) Credit - \$5.00

*****If paying with credit card, please call the office.**

Total of checked items \$

**** Please read and initial**
 I certify that all the information that I have provided is true and correct; I have read all the instructions and policies and agree to the terms and conditions; I understand that the report does not obligate any institution or party to use it. I understand that the fees are not refundable once an evaluation has been completed. Finally, I release WECS, Inc. from any liability for damages resulting from the use to which I or any agency or institution puts this evaluation.

Any additional services are subject to a fee, which will be discussed with each case.

WECS, Inc. reserves the right to refuse service or to reassess evaluations based on new or different information.

Signature _____ Date _____