



## AMERICAN EDUCATION AND TRANSLATION SERVICES, LLC (AET)

### APPLICATION FOR FOREIGN CREDENTIAL EVALUATION SERVICE

Date: \_\_\_\_\_

#### 1. CLIENT INFORMATION

Firm/ Company/ Individual  
Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

City/ State/ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_



**American Education and Translation Services, LLC (ATA#: 249353)**

Education: [www.aet21.com](http://www.aet21.com) / Translation: [www.americantranslationservice.com](http://www.americantranslationservice.com)

Miami: 15321 South Dixie Hwy, Suite 302, Palmetto Bay, FL 33157

Phone: (786) 206-3184 / (786) 250-3999

E-mail: [info@americantranslationservice.com](mailto:info@americantranslationservice.com)

Boston: 6 Pleasant Street, Suite 408, Malden, MA 02148

Phone: (781) 605-1970 / (781) 712-0258

E-mail: [boston@americantranslationservice.com](mailto:boston@americantranslationservice.com)

## 2. INFORMATION OF INDIVIDUAL TO BE EVALUATED

Mr./ Ms. \_\_\_\_\_  
( Last Name / First Name / Middle Name )

Gender: Male ( ) Female ( )

Date of Birth: \_\_\_\_\_ (month)/\_\_\_\_\_ (date)/\_\_\_\_\_ (year)

Country of Study: \_\_\_\_\_

Degree Obtained: \_\_\_\_\_

Name of School Evaluated: \_\_\_\_\_

Duration of Study: \_\_\_\_\_

## 3. DOCUMENT SUBMISSION

Company/attorney/individuals may submit document along this application form via email to [info@aet21.com](mailto:info@aet21.com), or via fax to (954) 644-7787 (Headquarter), or email to [ca@aet21.com](mailto:ca@aet21.com) (California Office), or email to [boston@aet21.com](mailto:boston@aet21.com) (Boston Office). Applications should arrive before 1:00PM EST in order to be processed the same day. Applications that arrive after 1:00PM EST will be processed the next business day. Application would be processed after payment is cleared.

## 4. TYPE OF SERVICE

### 1) Educational Foreign Credential Evaluation Report (document-by-document)

- ( ) 7 business day service \$100
- ( ) 3 business day service \$135
- ( ) 24-hour service \$200
- ( ) Same-day service\* \$250

\* Payment and documents must be submitted by 1:00pm EST.



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**2) Course-by-Course Evaluation (including GPA)**

- 8 business day service \$180
- 5 business day service \$210
- 3 business day service \$280
- 24-hour service \$350

**3) Professional Experience Evaluation**

- 10 business day service \$400
- 5 business day service \$600
- 3 business day service \$800

**4) Position Evaluation**

- 10 business day service \$300
- 5 business day service \$400
- 3 business day service \$500
- 2 business day service \$600

**5) Type of Delivery**

- USPS First Class Mail (Regular Mail) - U.S. domestic \$5.00
- USPS First Class Mail (Regular Mail) - International \$10.00
- USPS Priority Mail- U.S. Domestic \$13.00
- USPS Express Mail-US Domestic \$27.00
- USPS Express Mail- International \$66.00
- FedEx Express Mail- International \$88.00

**6) Translation Service**

- Translation ( Per the quote provided upon request)

**7) Additional Service**

- Extra Hard Copy Report \$20.00 Each



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- ( ) PDF Report with Hard Copy \$20.00
- ( ) PDF Report Only (without Hard Copy) \$10.00

**PLEASE NOTE:**

- ALL CREDENTIALS NOT WRITTEN IN ENGLISH MUST BE ACCOMPANIED BY CERTIFIED ENGLISH TRANSLATION. AET MAY PROVIDE TRANSLATION SERVICES IF NEEDED, BUT WITH ADDITIONAL COSTS.
- NO REFUND IS ISSUED FOR CANCELED CASE ONCE THE APPLICATION HAS BEEN SUBMITTED, OR WHEN THE NECESSARY DOCUMENTS ARE NOT PROVIDED.
- AET WILL NOT BE RESPONSIBLE FOR ANY LOST MAIL DURING THE MAILING PROCEDURE OF THE POST OFFICE.
- THIS EVALUATION IS ADVISORY AND NOT BINDING UPON ANY INSTITUTION THAT USES IT.
- ANY LITIGATION ARISING OUT OF THIS AGREEMENT WILL HAVE ITS VENUE IN MIAMI-DADE COUNTY, FLORIDA, OR THE COUNTY WHERE AET'S BRANCH OFFICE RESERVED FOR THIS SERVICE IS LOCATED.

I hereby certify that I have read the terms and conditions and that the information provided on the application is true and accurate to the best of my knowledge. I acknowledge that American Education and Translation Services, LLC assumes no liability for any damage that may result from using this evaluation report. Applicants are advised to check with the recipient to ensure the evaluation report is recognized.

**Total to be paid (Please calculate from above):** \_\_\_\_\_

**Client Signature\*:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

\* Electronic Signature is considered the same as handwritten signature here.



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