

# Direct Admission Service [E1a]

## 1. Introduction to your mentor

### Mamoon Rashid, PhD

My name is Mamoon Rashid. I initiated the massive popularization of American scholarship in Bangladesh during 2007 through my organization “GRE Center” (currently known as GREC). I organized and conducted seminars in all major educational institutes in Bangladesh to popularize higher study abroad. My company has been giving preparatory services including SAT, GRE, TOEFL and IELTS to countless students since 2008. At present, we have four branches in Bangladesh and the global admission service is provided from our office in the USA. My educational videos have been viewed and shared countless times in multiple platforms, and my organization has published multiple books and educational contents. We own an official IELTS test venue at Banani. Moreover, my company has been offering distance learning (eLearning) long before any of our competitors officially adopted.



I came to the USA about 14 years ago and finished Ph.D. with full scholarship. For 8 years, I served as professor at the university level, which enabled me to understand and explore higher education system in the USA better than any other educational consultants. I am also a certified Adobe Captivate Specialist and actively engaged in teaching English and Math essentials of GRE, SAT, IELTS and so on. Although I am a professional consultant, I offer many altruistic services to serve the higher-study-aspiring youths of my country. At this moment, I am working as an eLearning developer for the State of Virginia, USA.

I am respected as the most qualified and competent educational consultant in Bangladesh. I provide my admission abroad service through our company named Aemers LLC, USA. I want to thank you for your interest to avail our service.

Please visit my website, [www.mrashid.net](http://www.mrashid.net) to learn more about me. The service you are currently viewing is offered through Aemers LLC, USA, and please refer to [www.aemers.com](http://www.aemers.com) for essential documentation.

## 2. What is included this package?

### 2a) Code and Name of the service

Code	Full name	Comment
E1a [Service #600]	Direct admission to universities abroad	This package
E1c [Service #1800]	Transfer within the USA	x
E2 [Service #700 or #1200]	Scholarship and admission mentoring service	x
E3 [Service #1300]	PharmD and career in the USA service	x
E4	Elite College Admission Processing	x

## 2b) Summary

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We will professionally examine your academic, extracurricular, research and financial standing to present you most appropriate study destinations, make you prepared for the standardized tests, bring you an offer of admission, and prepare you for the Visa.

## 2c) Detailed

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### 2c(1). Assessment of your current standing

- a. We will examine your academic documents, transcripts, certificates, diploma, job experiences, and other accolades to determine your strengths, weaknesses, opportunities, and threats (SWOT analysis) in this process. We will then advise you on the future direction for your career. We will give you an applicable blueprint of your career and educational goals.
- b. We will assess your scores and performance in standardized examinations (e.g., GRE, SAT, IELTS, TOEFL), if you have any. If you wish, we will apply to universities where you do not need these tests.
- c. We will measure the value, magnitude, authenticity, novelty and significance of your extracurricular achievements and activities. In this regard, if needed, we will examine the depth and breadth of your research and publication history in order to maximize your potential in receiving educational scholarships.
- d. We will closely examine the financial strength of you and/or of your sponsor to determine the essential documents needed to obtain the offer of admission and visa. We will also provide essential guidance on money management through this process, as well as when you are studying abroad.
- e. If you have US-permanent resident relatives, then we will also provide methodical guideline on how to manage a low interest educational loan. In such case, if approved, you may not need to spend anything out of pocket for your tuition and living (also called the Cost of Attendance, CoA).

**2c(2). Coaching for the standardized tests and registering for the examination**

- f. Based on our assessments, we will provide you with essential coaching services for your SAT, if required. You will be provided with an online account at dl.aemers.com and/or elearngrec.com to participate essential classes and attend quizzes. The coaching fee IS INCLUDED in this package.
- g. We will guide you through the process of attending Mock tests. The fee for the SAT mock tests IS INCLUDED in this package. This does not apply to English Proficiency mock tests taken on third party websites requiring a payment.
- h. We will guide you through the registration of the examination. The registration fee is NOT INCLUDED in this package.
- i. You will be able to repeat the coaching as many times as you need, with NO FEE AT ALL.

**2c(3). Copy-editing**

- j. We will review and edit the 'draft' letters of recommendation, statement of purpose and personal essay which you may need to submit to the university. The fee IS INCLUDED in this package.

**2c(4). Bringing the offer of admission**

- k. If you wish to aim for certain universities where your credentials require evaluated by WES or similar third-party organizations, then we will guide you through this process. The fee is NOT INCLUDED in this package.
- l. If you wish to aim for universities that require you to mail official transcripts or other documents via courier service, then we will guide you with the process, but the fee IS NOT INCLUDED in this package.

- m. There are certain universities under our network that provide us exclusive fee-waiver services, which an individual application requires to pay otherwise. Under this service, for those universities, your application fees will be waived.
- n. The application fee to the universities IS NOT INCLUDED in this package.
- o. We will instruct you on how your essential documents to be couriered to the universities. The fee IS NOT INCLUDED in this package.
- p. We will obtain the offer of admission to one best-suiting university for you. If the student wishes, a total of three universities will be applied to. This offer will be needed during the process of visa interview. This document will be the “Form I-20” for the universities in the USA.

#### 2c(5). Preparation for the visa

- q. We will pay the SEVIS fee on behalf of you. This fee is NOT INCLUDED in this package. The fee is paid to the USCIS, which is a separate entity.
- r. We will guide you to fill up your essential embassy documents (DS 160) and appropriately check the validation of entered information. The fee is NOT INCLUDED in this package. The fee is paid to the embassy, which is a separate entity.
- s. We will organize and notarize your essential financial documents for the embassy, upon your providing to us. Some relevant fees such as notarization or attestation will be needed. The associated fee IS INCLUDED in this package.
- t. We will arrange sufficient mock visa interviews and get you prepared for the visa interview.

#### 2c(6). Post-visa services

- u. We will guide you through the process of post-visa activities including flight booking and pre-flight advising.

Since 2008, Mamoon Rashid has mentored and mingled with thousands of Bangladeshi students—many of whom are now well established in their own fields in the USA and in other countries. He maintains a lifelong professionally friendly relationship with his mentees and enjoys being an essential element of their success. Hence, you should also expect this lasting mentorship and friendship, even after you come abroad. Networking with professionals is the key to success in life, and our wish is to provide you with your first true professional relationship in the United States—our priceless personal touch along your journey to success.

### 3. Some fees and services are not included in this package

The student should be aware that certain expenses fall under the sole responsibility of the student, and therefore, not included in this package. All expenses that are included in this package are specified above. Expenses not included in this package are also mentioned above, which the student should be fully aware of.

### 4. Total payable

#### If paid in the USA (Aemers LLC, Richmond, Virginia, USA):

Total payable including tax: USD 1000.00

Make Checks payable to Aemers LLC.

#### If paid in Bangladesh (EBL Bank):

Total payable including tax: BDT 70,000/= (seventy thousand only).

#### Specific note for this student

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To be documented on [app.aemers.com](https://app.aemers.com)

### 5. Modes of payment

Use international credit card to pay directly to our US office.

#### bKash or in-person payment

Visit Aemers office at 3/1 & 3/2, Block # A, Mirpur Rd, Dhaka 1207, Bangladesh. Person to contact: Ms. Rasma A Soniya (+8801781 373 911), Manager at Aemers Bangladesh.

#### Alternative option

Pay via EBL bank. Fill out the Contact Us form and select the payment question from the dropdown menu, and you'll receive instructions in reply.

### 6. Terms and Conditions

1. We handle every single case with utmost care and sincerity. In return, we expect equal level of professional punctuality and seriousness from the student.
2. The student must pass the initial interview before being accepted to this program.
3. The student will be responsible for providing all the documents essential to apply to the desired program.

4. The student should be fully aware of that, the visa is dependent on the profile of the student and performance during the interview. Although we will prepare you for your best performance in the interview, no entity except the embassy has the right to issue the visa. This service package should not be confused with a guaranteed visa (this sort of guarantee is only given by fraud agencies). Most of our students receive their visa immediately, and only a few needed to appear twice.
5. The student should be responsible for keeping his/her information updated in the online account portal.
6. The receipt of the payment should be possessed for receiving on-site services such as mock IELTS examination.
7. The total payable mentioned under section 4 above is non-negotiable and must be paid in a maximum of three installments as specified below:
  - a. BDT 15,000/= during the opening of the file.
  - b. BDT 40,000/= within one calendar day of the receipt of I-20
  - c. BDT 15,000/= within one calendar day of the collecting of visa stamp.
8. This fee is not related to a previous purchase of a service (e.g. coaching or mock test package) from GREC.
9. Only the student (future F1 visa applicant) will be the sole point of contact. No second entity should relay any message to or from the student. No second entity will be allowed to manipulate the normal course of action and decision-making process of the company.
10. The student must comply with the selected universities by Aemers and should refrain from interjecting unrelated or over-ambitious programs which will delay our normal course of action.
11. For any dispute or disagreement, the discretion of Aemers will be considered final.

## Annex 1

### Things you need for us to begin working:

Code	Description
1	Passport, with validity of at least 6 months
Note: Items 2&3 and 4&5 are excluded for graduate and undergraduate applicants.	
2a	Certificate of SSC/O' Level exam
2b	Transcript of SSC/O' Level exam
3a	Certificate of HSC/A' Level exam
3b	Transcript of HSC/A' Level exam
4a	Certificate of bachelor's program
4b	Transcript of bachelor's program
5a	Certificate of master's program
5b	Transcript of master's program
6a	Financial: one-page certificate or statement

	<i>Sample will be provided to you.</i>
<b>6b</b>	Financial: transaction history of 6 months, usually multi-page. <i>Sample will be provided to you</i>
<b>6c</b>	Financial: affidavit of the sponsor to bear the expense on your behalf <i>Sample will be provided to you.</i>
<b>7</b>	Proof of English Proficiency with validity
<b>8</b>	Skeleton of your Statement of Purpose Note: we will provide copy-editing service for free. <i>Sample will be provided to you.</i>
<b>9a</b>	Draft Letter of Recommendation – 1 Note: we will provide copy-editing service for free. <i>Sample will be provided to you.</i>
<b>9b</b>	Draft Letter of Recommendation – 2 Note: we will provide copy-editing service for free. <i>Sample will be provided to you.</i>
<b>9c</b>	Draft Letter of Recommendation – 3 Note: we will provide copy-editing service for free. <i>Sample will be provided to you.</i>
<b>10</b>	Current CV or Resume <i>Sample will be provided to you</i>
<b>11</b>	Photograph as per the US passport custom. Read more instructions <a href="#">here</a> .
<b>12</b>	Evaluation of Educational Credentials, if required. Note: We will share you the NACES approved list of companies and provide essential guidance.
<b>13</b>	Proof of standardized tests such as GRE, GMAT, SAT or ACT Note: we will get admission for you from a program where you don't need such standardized tests. However, if you have taken it already, we will use the score for achieving extra scholarship, if applicable.
<b>14</b>	Gap year explanation. Note: if it has been more than 12 months since you finished your last academic degree, then it will be a gap year. If you have multiple years of educational gap, then please narrate what you did during that time.

15	Extracurricular achievement (certificates etc.)
16	Employment certification or Pay-slip or No Objection Certification statement, whichever applicable. Note: needed only during visa interview for certain applicants.
100	Any ancillary documents that you feel pertinent to your case.

168

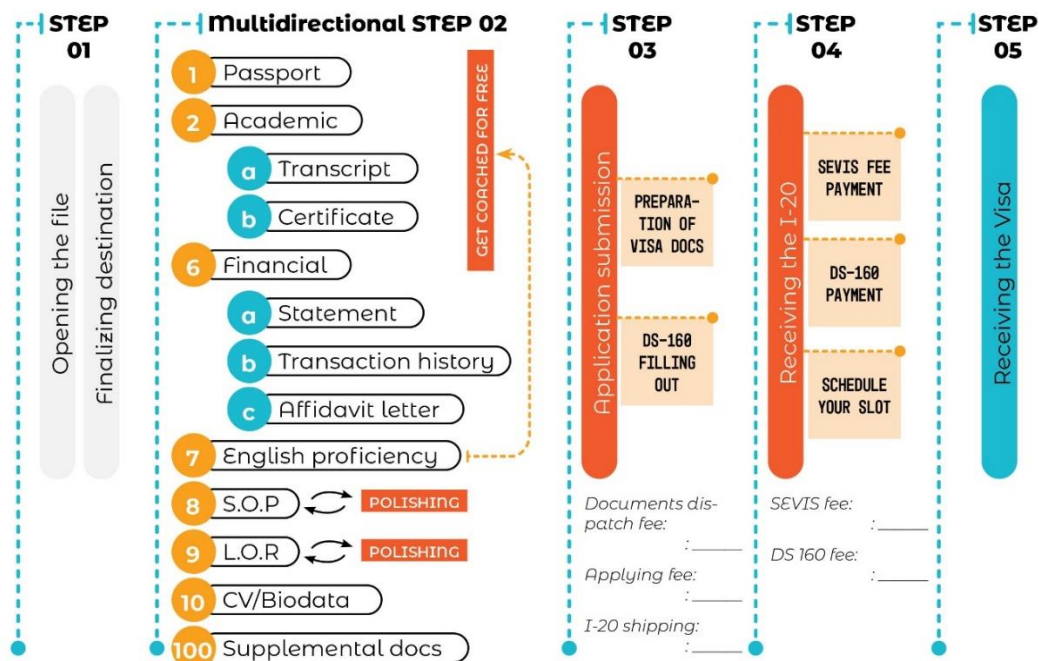
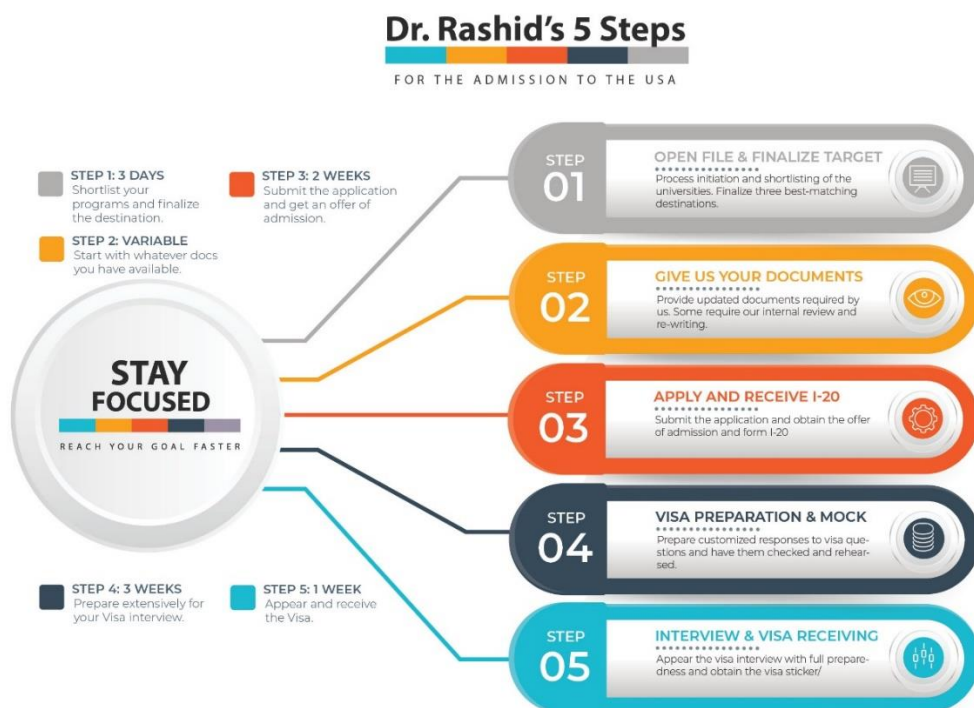
169 **How will you share us the documents?**

- 170 1. Please create an account at [app.aemers.com](http://app.aemers.com)
- 171 2. Then log in to your dashboard. You can use your username & password, or Gmail
- 172 credentials to sign in.
- 173 3. Then go to your dashboard, and select “Document Submission” from the left pane. Follow
- 174 the instructions there. Should you have any questions, please contact your assigned
- 175 counselor.

176



## 177 Annex 2: Understand the whole process



178