



TERMS OF COOPERATION

BETWEEN: SEU Georgian National University, SEU Avicenna – **SEU ATMIA** (hereinafter University or SEU) Representative: Recruitment Co-Ordinator Sophio Ananidze AND Representative: **“RUTH CONSULTANCY SERVICES**, “ director **MR.AJIT KUMAR** Hereinafter called “Collaborating Institution,” of the second part, Collectively referred to as the “Agreement Parties” in compliance with the legislation of Georgia and the conditions envisaged by this Agreement have agreed on the following:

WHEREAS University is interested in recruiting international students for its Degree programs; **AND WHEREAS** Collaborating Institution wishes to recruit international students for degree programs at University; **AND WHEREAS** the following entities have been designated for Student Visa Support, Document Verification, and Facilitation services for students recruited under this agreement:

1. SEU International Student Services, UAE
2. Atmia International Management Services (P) Ltd, INDIA
3. Vision USA, Milwaukee, Wisconsin, USA
4. Education Network, USA | UAE | INDIA

NOW THEREFORE, the parties hereby agree as follows:

1. Subject of the Agreement

The subject of the present Agreement shall be providing the educational services by the University to the Collaborating Institution’s beneficiary persons in observation of the academic educational programs implemented by the University and the conditions envisaged by Georgian legislation.

For fulfillment of the present Agreement conditions the Collaborating Institution shall ensure searching for the individuals desiring to be enrolled in the University’s Degree programs (hereinafter referred to as the “Students”), collection of the documentation and support the legal procedures necessary for the enrollment.

The University shall ensure issue of the Collaborating Institution’s supplied documentation necessary for enrollment of the students, also, in case of acquiring the right to the enrollment under the rules established by the legislation, the University shall provide the teaching in compliance with the rules and conditions duly envisaged by its program.

2. Collaborating Institution Responsibilities

The Collaborating Institution agrees to:

- a. Actively recruit students for admission to degree programs from : India.





The list of the Programs and tuition fees:

Program's Name	Qualification Awarded	Type	Years of Completion	Study fee
Medicine	Certified Medical Doctor	Degree	5 + Internship	-
Business Administration	Bachelor	Degree	3	-
Doctor of dental medicine (DMD)	Doctor of dental medicine (DMD)	Degree	4 + Internship	-
Nursing	Nursing	Degree	4	
BS - Data Science and Artificial Intelligence	BS - Data Science and Artificial Intelligence	Degree	3 -4	
BS - Information Technology	BS - Information Technology	Degree	3-4	
MBA	MBA	Degree	2	
MS - FinTech	MS - FinTech	Degree	2	
MS - Business Analytics	MS - Business Analytics	Degree	2	
Executive Business Administration (EMBA)	Executive Business Administration (EMBA)	Degree	1	
MS - Data Science	MS - Data Science	Degree	2	
MS - Artificial Intelligence	MS - Artificial Intelligence	Degree	2	

b. Thoroughly inform prospective students as to the admission policies of University. In the event that the Collaborating Institution is unable to answer questions concerning the admission policies of Georgian National University SEU, after first reviewing the materials provided to the Collaborating Institution by Georgian National University, then in such circumstances, the Collaborating Institution shall refer the





questions to: e-mail: s.ananidze@seu.edu.ge

- c. Ensure that prospective students are correctly informed that they must be ready to begin programs at University no later than the starting date established by University for each program.
- d. Inform prospective students regarding living accommodations while studying at University. Ensure that students get a separate residence assistance from the Collaborating Institution to the students who will be studying at University.
- e. Inform prospective degree students that they will be required to purchase health insurance and inform students about the cost of that insurance.
- f. Inform prospective students of University tuition fees and ensure that students have the financial resources for required years of study and living at Georgia.
- g. Assist students in confirming their acceptance of their offer of admission from University.
- h. Ensure the admission of students for the periods, defined by University's academic calendar and ensure that no invitation will be used for the purpose other than education and for no other institution than the "University".
- i. Collect students' full fees payment for a year within 7 working days after receiving conditional offer letter and submit the same to the Admissions Office of the University before the students' arrival to Georgia.
- j. Assist prospective students in obtaining the required student visa from the Georgian Embassy or Consulate, if the student so desires.
- k. Assist the student with travel arrangements to Georgia, if the student so desires.

3. University Responsibilities

University agrees to:

- a. Recognize the Collaborating Institution as representative for student recruitment in Georgia. Recruitment outside Georgia will be a subject for further negotiation.
- b. Provide to the Collaborating Institution promotional material, university calendars, program brochures, and application forms, if available, by the terms, means and quantity agreed separately. All such material will be provided in English language.
- c. Review and verify the adequacy of academic documentation and proof of English language proficiency for students who have applied to University, according to the admission policies of Georgian National University.





- d. Normally provide a decision turn-around time of 5 working days once the completed application and all supporting documents have been received.
 - d.a. Conditional Offer Letter is to be issued after receiving a fulfilled application form and respective annexes (copies of passport, educational documents, language proficiency documents etc.)
 - d.b. Invitation letter and supportive documents for the embassy are to be issued after covering the cost of first year of study
- e. Maintain submission of the relevant letter of invitation to the foreign students duly indicated by the Agency;
- f. Carry out the training of the foreign students under its accredited educational programs and in observation of all educational standards;
- g. Manage informational support for the students regarding legislative requirements and training conditions assigned to the educational program;
- h. Pay the service fee to the Agency in compliance with the rules and according to the schedule established by the present Agreement.

4. Commission Fee Structure

- a. University agrees to pay commission fees to the Collaborating Institution as follows for students who register in a degree program at University

b. MD (Doctor of Medicine)

For SEU Georgian National University – Tbilisi Campus
(Program: MD – Doctor of Medicine / MBBS – India | UK)

- **For all students :**

The Partner shall be entitled to a one-time commission of the student’s first-year tuition fee. (Approx. INR 50,000 per student)

For SEU Avicenna – Batumi Campus
(Program: MD – Doctor of Medicine / MBBS – India | UK)

- **For all students :**

The Partner shall be entitled to a one-time commission of the student’s first-year tuition fee. (Approx. INR 50,000 per student)





East West (EW), Tbilisi Powered by Arizona State University, USA

(Program: MD – Doctor of Medicine / MBBS – India | UK)

• **For all students :**

The Partner shall be entitled to a one-time commission of the student’s first-year tuition fee. (Approx. INR 50,000 per student)

c. Students not obtaining a visa / failing to start a course do not count

d. Transfer and Taxation

d.a. Commission fees are to be transferred to Collaborating Institution’s account at the end of each semester, and excluding any other fees that University may charge.

d.b. Taxes for the commission fees are to be withheld by University and are to be calculated in accordance with Georgian Legislation.

d.c. The commission fee will be calculated and paid in one or two installments.

d.d. In the event that a student, after paying a partial tuition fee, withdraws, drops out, or fails to enroll, the said tuition fee shall be deemed non-refundable. In such cases, the Collaborating Institution shall not be entitled to any commission for that student, regardless of the amount paid.

e. The Collaborating Institution agrees to:

e.a. Provide the Finance Department of University with an invoice for commission fees within two weeks following the start of a program in which a student or students have been enrolled as a result of the Collaborating Institution’s efforts. Each invoice will show a detailed list of the names of the students and the starting dates of each student.

e.b. Obtain from each student a signed Authorization Form, indicating that the student has authorized the Collaborating Institution to act as their representative in the student’s application to University.

e.c. Ensure that no part of University commission fees is reimbursed to the student or to any member of the student’s family, employer, or professional association.

5. Period of cooperation

a. “Contract Year” for this Agreement shall begin from the 18th of August 2025 and is valid till August 17th 2026, unless terminated by one party.





b. Expected number of recruited students within contract year is defined by the university.

c. Without intending to create a legally binding obligation, each party agrees to negotiate in good faith a renewal of this Agreement beginning thirty (30) days prior to the termination date set out above.

d. Prolongation of contract depends on bilateral expression of Interest and fulfillment the terms and numbers of students referred in paragraph 4b. The new terms/prolongation of the contract will be provided with the written format only.

e. Fraudulent of dishonest behavior misrepresentation of Georgian National University's policies of breaching of any of the terms and conditions of this agreement is grounds for the immediate termination of said agreement by university.

6. Agreement Conditions

a. This Agreement shall be binding upon and inure to the benefit of the heirs, executors, successors and assigns of the parties hereto:

b. This Agreement shall be construed in accordance with the laws of the Georgia, as applicable. Terms of cooperation and conflict resolution between parties, if not defined in Agreement is to be settled within the regulation of legislation of Georgia.

c. Collaborating Institution is required to identify and submit photos of all employees of their agency included in representing Georgian National University, and to notify Georgian National University of any changes in representation immediately.

d. Either party may, from time to time, designate by written notice pursuant to this clause any other reasonable address or party to which notice or communication may be given. Such notice shall be deemed received when delivered to the premises dates or sent by telecopier or if mailed, ten (10) business days after mailing.

e. This Agreement constitutes the entire Agreement between the parties and supersedes any prior Agreements or understandings whether oral or written between the parties hereto, and may only be amended by further Agreement in writing.

f. All notices given pursuant to this Agreement shall be deemed to have been properly given if hand-delivered (including courier) to the premises or if mailed, by registered or certified mail, postage prepaid, or sent by telecopier (fax) addressed to the appropriate party at their respective addresses:

g. The agreement has been prepared in two copies in Georgian and English, and each party will retain one original copy. In case of dispute Georgian version shall prevail





h. Any amendment to the part of the Agreement shall be based on the written agreement by the authorized representatives of the parties; such amendment shall be annexed to the Memorandum and shall be deemed its integral part;

i. All parts of this Agreement are subject to non-disclosure to third persons by the respective signing parties

j. In case of Force major situation, all parties are exempt from the responsibilities of the contract.

K. Any and all dispute between the parties shall be settled in the way of negotiation; in case if the parties fail to reach the negotiation the dispute shall be settled by the court in compliance with Georgian legislation.

l. The agreement has been prepared in two copies in Georgian and English, and each party will retain one original copy and both versions shall have equal legal status.

IN WITNESS WHEREOF of the parties hereto have executed this Agreement, SIGNED AND DELIVERED in the presence of:

**GEORGIAN NATIONAL UNIVERSITY SEU
University Representative:**

Digitally signed by
SEU International Student Services LLC FZ
GMT +5:30

Recruitment Co. Ordinator Sophio Ananidze



**Collaborating Institution Representative:
MR. AJIT KUMAR
Director**

Date: 18/08/25

Bank Requisites:

University: I.d. 208215509 | **Bank name:** JSC Bank of Georgia | **Bank Code:** BAGAGE | **Bank Account:** GE86BG000000253556001

Collaborating Institution: RUTH CONSULTANCY SERVICES

