



USCA Academy

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COMMISSION AGREEMENT

This Agreement made this 3rd Day of march, 2020 in duplicate between:

USCA Academy

- AND Sia immigration solutions inc

1. **Subject of the Agreement:**

- 1.1 USCA Academy hereby agrees to engage the Representative as its Agent to recruit and enroll students to study at USCA Academy and the Representative agrees to act as USCA Academy's agent.
- 1.2 USCA Academy agrees that the representative is authorized to recruit for the following USCA Academy institutions and their respective programs:
USCA Academy Programs:
 - Ontario Grade 9-12 High School Program
 - ESL Program
- 1.3 This agreement shall be construed in accordance with the laws of the Province of Ontario and of Canada, as applicable.

2. Responsibilities & Duties of the Representative:

- 2.1 To distribute and market USCA Academy's promotional materials and information to prospective students and/or their parents and to schools, colleges, educational institutions, consulting agencies and other relevant individuals or groups.
- 2.2 To ensure USCA Academy's application form is completed, and all required documents are complete. To meticulously check all documents of prospective students to ensure that they meet the entry requirements as defined by the USCA Academy program and see that they are in compliance with the requirements of the authorities in their home country.
- 2.3 To ensure that full tuition fees and other fees (where applicable) are paid directly to the school account by wire transfer or by a bank draft.
- 2.4 To provide complete, accurate and authentic information about USCA Academy and its respective programs and tuition fees and other applicable fees.
- 2.5 The representative agrees to strictly follow USCA Academy's terms and conditions of admission, fees schedules and fees payment policies and procedures.
- 2.6 The representative shall be responsible for his/her own operating expenses.
- 2.7 The representative has no rights to enter into commercial agreements on behalf of USCA Academy.
- 2.8 The representative is responsible for ensuring the student attends school orientation and completes required assessment tests within 3 days of the earlier of 1) the date the student arrives in Canada 2) the start date on the official letter of acceptance.

3. Responsibilities & Duties of USCA Academy.

- 3.1 USCA Academy will confirm receipt with the agent within 48 hours upon receiving a complete application along with all supporting documents.
- 3.2 USCA Academy will issue a Letter of Acceptance, tuition and other fees receipt within 3 business days to the agent and student when in receipt of full tuition and other applicable fees.
- 3.3 USCA Academy shall provide the Representative with promotional materials, brochures, application forms, and other documents and materials as necessary.
- 3.4 USCA Academy acknowledges that the admission fees wired to the school's account are "unearned income" or "in trust" and in those cases where the applicant is denied of the visa, those fees, less an administration charge which is specified in their pre-admission letter, are to be refunded to the applicant within four weeks. .
- 3.5 USCA Academy will arrange for the visa application, with the partnering licensed Canadian immigration lawyers.
- 3.6 This agreement may be terminated at any time by giving 60 days notice to the other party. USCA Academy reserves the right to terminate this agreement at any time and without notification if the Representative is in breach of his/her obligations provided under this agreement.

4. Contract Term and Commitment

- 4.1 This agreement shall be in force for an initial period of **2 Year** from the date of execution and subject to an annual review thereafter. The agreement may be extended by mutual agreement. USCA Academy will expect meaningful progress from the representative and review the representative's ability to meet recruitment goals as factors whether to renew this agreement.

APPENDIX: COMMISSIONS

In consideration of the services rendered to USCA Academy by the Representative, USCA Academy shall pay to the representative a commission for each student recruited who is successfully enrolled in person with USCA Academy.

The amount of commissions is as follows:

1) Recruiting Representative will receive a first year 40% commission compensation of the tuition fees paid by each student referred by the recruiting partner as well as 25% for consecutive education years up to and including Grade 12.

3. The Representative must ensure the student (international) pays the tuition to USCA Academy at least 45 days in advance before the program start date.

4. Payment arrangement: For first year commission, USCA Academy shall pay respective commission to the representative within 5 banking days once the school receive the tuition and the international student secures a valid visa. For consecutive years commission(if the student didn't transfer to other school), USCA Academy shall pay to the representative within 5 banking days once the school receives the tuition each year. For local students, USCA Academy shall pay respective commission to the agent within 5 banking days from the first day of the course.

If the agent resign or the agreement is terminated, the commission for the consecutive years of the students referred(if the students didn't transfer to other school) still belong to the agent and will pay within 5 banking days once the school receive the tuition.

In witness whereof, the parties have on the _____ Day of _____, 2020. executed this agreement:

USCA Academy

Representative

Name: _____

Name: Munish Joshi

Authorized Signatory

Authorized Signatory

Signature: _____

Signature: Munish Joshi

Date : _____

Date : 03-03-2020