



MEMORANDUM OF UNDERSTANDING
between
Far East University (FEU), Republic of Korea
And

Diamond International Education Consultancy Pvt. Ltd. | Nepal

Far East University located in Chungbuk, Republic of Korea (hereinafter Party A) and **Diamond International Education Consultancy Pvt. Ltd.** (hereinafter Party B), and also referred to as “Parties” for both Party A and Party B, desiring to promote and develop cooperation in education, have agreed as follows:

I. Purpose

The purpose of this Agreement is to enable Party B to support work in international student recruitment and/or admission as an University Representative in **Nepal**.

II. Far East University Duties

A. Party A shall :

1. provide sufficient promotional materials, such as brochures and videos, to facilitate in student recruitment, and specify how these materials should be properly utilized to Party B.
2. redirect all the inquiries and communication from students or agents in the case of direct contact to Party B, but only applies in the regions of Party B’s supervision.
3. provide a timely response to Party B’s inquiries and requests for information, especially during the process of active student recruitment.
4. inform Party B of its decision to accept or reject the student at the final decision, if necessary.
5. assist qualified students’ arrival and in facilitating students to settle in Party A.
6. arrange 100% refund of tuition fees, excluding the transaction or remittance fee, in case of visa refusal or student not joining Party A unconditionally.
7. If possible, include Party B’s details on its website in the place of Overseas Branch/Official Partner for student’s reference.

III. Diamond International Education Consultancy Pvt. Ltd.

A. Party B shall :

1. publish and introduce Party A’s facilities to the students who are interested in studying at Party A.
2. recruit outstanding and exceptional students for Party A.
3. be responsible for consultation and initial assessment of the student’s application and for collecting information necessary to identify each student.



4. screen the applicant's documents as per the educational standard requirement of Party A and adequately assist in the application process.
5. notify Party A of any admission notice and other valuable information to assist with the recruitment and/or admission process.
6. guide students in the visa application process and facilitate to properly make tuition payments to Party A, after Party B has been informed of student(s) acceptance.

B. In the case Party B wishing to customize its own advertisement through on/off line:

1. Party B should submit the project proposal including the expected date for exposure to advertising and estimated budget to Party A before the request for finalizing or posting the advertisement in Party B's country.
2. Party B should obtain a confirmation for the advertising copy as well as the advertisement design from Party A before publishing.

IV. Agreement Terms and Conditions

- A. The validity of this agreement will be at least for 3 years, starting from **September 2026** to **August 2029**. The validity can be extended under the discussion of Parties.
- B. Party A or Party B must inform the other party within one year in advance notice to terminate the agreement.
- C. The items not included in this agreement can be corrected or added as an appendix or can be sorted out after discussion between both Parties in mutual understanding of this agreement.

Date : **2026.09.10**

Nahn Eun Seok

Representative of Party A:

Dr. Nahm, Eui-Seok

Dean of External Affairs

Chungbuk, Republic of Korea



Date : **2026.09.10**

Sujan Shrestha

Representative of Party B:

Sujan Shrestha

Founder of Diamond International Education Consultancy

Pvt. Ltd., Nepal