StudyBridge Georgia

Public Service Agreement Sample

SAMPLE — FOR INFORMATION ONLY

Revision PSA-3 · 18 November 2026

Purpose

SAMPLE — FOR INFORMATION ONLY. This working sample is subject to legal and language review and is not for signature. Individual terms are confirmed in a separate agreement. This sample does not create a service order, payment request or signed contract.

Services

StudyBridge Georgia is an independent admissions and relocation support agency based in Tbilisi. The selected package, university, program, intake, dates and approved extras are specified individually.

Packages

START: $750 USD. Program selection consultation; Document review; One agreed university application and tracking; One additional agency application after an initial refusal, without a new agency fee.

COMFORT: $1,800 USD. Everything in START; One agency-paid Tbilisi airport transfer, including night arrival; Up to 3 housing options and viewing / move-in assistance; SIM and city orientation; 30 calendar days of support after actual arrival.

PREMIUM 365: $2,400 USD. Everything in COMFORT; One month in a private bedroom in a shared two- or three-room apartment, included at no extra charge; Banking and residence-document assistance within our competence; Up to 3 in-person accompaniments in the first month; 365 calendar days of support after actual arrival.

Payments

The initial inquiry is free. Pay 30% when both parties sign the individual agreement. StudyBridge Georgia then prepares and submits the agreed application and liaises with the university. Where authorised and accepted by the university, the agency receives the positive university admission decision and accompanying documents. The agency notifies you of the decision and requests the remaining 70%, subject to the agreed exceptions. After receiving that payment, the agency hands over the decision and accompanying documents it holds. The agreed package services continue after full payment, including any pre-arrival and post-arrival support.

START: $225 on signing and $525 after notice of positive admission.
COMFORT: $540 on signing and $1,260 after notice of positive admission.
PREMIUM 365: $720 on signing and $1,680 after notice of positive admission.

No payment is collected through this site.

Premium accommodation

One month in a private bedroom in a shared two- or three-room apartment, included at no extra charge. First-month private studio accommodation is available for an additional $450. Subject to availability and written confirmation. With the upgrade, the total is $2,850. The studio charge is separate from the two base package instalments. Dates, property, deposits and utilities are recorded in the individual agreement.

Student and agency responsibilities

The student provides accurate information, reviews submissions and meets agreed deadlines. The agency performs the agreed support with reasonable care, keeps the student informed and corrects its verified errors without an additional service fee where feasible. Universities and authorities decide independently.

Service period

Admissions work follows the agreed application process. COMFORT includes 30 calendar days and PREMIUM 365 includes 365 calendar days of post-arrival support, beginning on actual arrival. PREMIUM includes up to three personal accompaniments in the first month.

Exclusions

Deposits, utilities, optional private accommodation, additional trips, tuition, and government, university, translation and other external charges are separate unless expressly included. External costs require prior agreement.

University decisions

One additional agency application to another suitable university is included without another agency fee. External fees require prior approval. We assist with reinstatement, an agreed replacement or a later intake without another agency application fee. The second instalment is suspended while the situation and agreed resolution are clarified. We propose suitable alternatives and include one replacement agency application without another agency application fee. External charges require prior agreement. A voluntary change does not automatically cancel the existing second-payment obligation. Your agreement, mandatory rights and a final reconciliation apply. A new application is quoted separately before you approve it.

Cancellation and refunds

A student may request cancellation. The initial 30% and any other instalment are eligible for reconciliation. We provide an itemised statement of money paid, lawfully chargeable services actually performed and eligible, agreed, documented non-recoverable costs. We refund any remaining balance due. Mandatory consumer rights and remedies remain available. Any refund due is processed within 14 calendar days from the applicable refund trigger, or earlier if mandatory law requires. University fees and other third-party payments follow the relevant third party’s terms and applicable law.

Privacy and communication

Information is used for the agreed service and shared only as needed with lawful recipients. Separate voluntary permission is required for marketing, testimonials and public use of a student’s name or image. Working hours: Mon–Sat 10:00–19:00 Tbilisi, subject to public holidays. Official contact: admissions@studybridgegeorgia.com. Website: https://studybridgegeorgia.com.

Limits and individual confirmation

Admission, visas, entry, residence permits, bank accounts, employment and recognition of qualifications abroad are not guaranteed. Personal details, agency registration details and agreed service delivery particulars belong only in the separate individual agreement. Changes require explicit agreement and do not rewrite previously signed terms.