

## **WES: World Education Services**

World Education Services is a nonprofit organization that provides credential evaluations for international students and immigrants planning to study or work in the U.S. and Canada.

Students who wish to get their Documents evaluated by WES are requested to follow the following steps:

Under the WES evaluation process, Registrar of the University verifies and attests the photocopy of the documents and sends it electronically to WES.

### **Procedure:**

1. Apply to WES and get the Academic Request Form
2. Enter your details, and sign the form
3. Send the scanned copy of the Academic Request Form (duly signed by the applicant), along with the documents to be attested by the Registrar of the University and a request letter.
4. Pay the processing fee and submit the proof of payment at [contactus@dbuglobal.com](mailto:contactus@dbuglobal.com), [contact@dbuniversity.ac.in](mailto:contact@dbuniversity.ac.in) – Payment can be made online through the portal using your Credit/ Debit card, NEFT etc.

### **Following are the Bank Account details for making the payment:**

- Bank name: Axis Bank Ltd.
- Account Name: Assam Don Bosco University
- Bank Account No: 92201000-3316746
- IFSC Code: UTIB0001297
- MICR Code: 781211007
- Branch Code: 001297
- Branch Name: KHANAPARA
- Branch Address: Milestone Building, G.S. Road, Khanapara, Guwahati-781022, Assam
- Swift Code: AXISINBB140
- Bank Code: 140

Process Time - Upon making the payment and completing the required formalities, your request will be forwarded to the University and the needful will be done within 10-15 business days.