

SECTION 1 – AGENT DETAILS

Agent Number:			
Date:			
Name:			
Legal Entity:			
Trading Name:			
Business Number:			
Email			
Website			
Phone /mobile		Mobile	
Address:			

SECTION 2 COMPANY DESCRIPTION

Please describe your company

--

SECTION 3 KEY PERSONNEL

Please provide an overview of the key personnel within your company: (Attach additional pages as required)

Name		Position	
Background			

Name		Position	
Background			

SECTION 4– GENERAL

Are you an authorised agent or member of an agent’s association?

What services do you provide or intend to provide to prospective students?

What is your primary country of operations?

What are your fees?

SECTION 5: REFEREES

Please provide two referees:

Referee 1

Name:			
Address:			
Phone:		Mobile	
Email:		Website:	

Referee 2

Name:			
Address:			
Phone:		Mobile	
Email:		Website	

SECTION 6 – AUTHORISATION

As our authorised agent, we are responsible for your actions in marketing our courses. Therefore we expect you to market them with integrity and accuracy as outlined in the National Code of Practice (For Registration Authorities and Providers of Education and Training to Overseas Students) and ESOS (Education Services for Overseas Students Act) 2000. Details found on www.aei.dest.gov.au/ESOS. Please confirm that you have read and understood this Act.

Authorisation for Processing

Action to be taken	<input type="checkbox"/> Approved <input type="checkbox"/> Denied		
Comments			
Effective date/...../.....	Position	
Signature			
Print Name		Date Processed/...../.....