

APPLICATION TO BE APPOINTED AS AN EDUCATION AGENT

Company Details

Company Name/Legal Name:	
Business Address:	
Phone Number:	
Website:	
Email:	
If Registered Australia, ABN:	ACN (if any):

Details of Key Directors

Company Director/Principal:	Position:
Phone Number:	Email:

Business Profile/Strategic Plan

Key Business Activities (List)

Year founded:	Years as an education agent:
Number of staff:	

EATC Training (PIER Online) ☐ Yes ☐ No (if yes, please attached Certificate)

Number of offices (locations)

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Sub-agencies

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Associations/affiliations with other relevant organisations (List)

Associations with any local authorities/governments/councils/etc. (List)

China Approval (only for agents located in China)

Is your agency on the Chinese list of approved Agents by the Ministry of Education or under an approved agreement?
Provide details:

Performance

The total number of students referred to Australian education institutions over the past 2 years.

High School & ELICOS Courses: _____ Vocational Course: _____

Undergraduate Course: _____ Postgraduate Course: _____

Marketing

Provide description of your major target market

Proposal for promotion and marketing in the territories

Social Media sites (please list all social media sites used and include a hyperlink)

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Service Fees and Charges

What support services do you provide to students?

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Please provide details of any service fees you charge students

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Referees (One must be Australian Based)

Educational Referees (1)

Name:	Position:
Organisation:	
Address:	
Phone Number:	Email:

Educational Referees (2)

Name:	Position:
Organisation:	
Address:	
Phone Number:	Email:

DECLARATION

☐ I am interested in representing you as an educational representative and I agree to do so in an honest and professional manner.

I agree to:

- Regularly monitor policies and changes to the policies as reported on the Home Affairs website (<https://www.homeaffairs.gov.au/>).
- Regularly monitor policies and regulations and changes to these policies and regulations as reported on the Dept. of Education website.
- I have read the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018 and agree to adhere to the relevant Standards.
- I have read the ESOS regulations 2019 and agree to adhere to all the relevant regulations.

Signature:

Name:

Date:

Organisation:

Position:

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