Education Agent
Application Form

Please complete the following details:

1. Company Legal Name and Trading Name

2. Company Business Registration Number

3. Australian Business Number (for Australian-based companies only)

4. Address

5. Telephone number (including country code and area codes)

6. Fax number (including country code and area codes)

7. Email address

8. Website

9. Year established

10. Name of Chief Executive Officer

11. Description of business
12. Number of staff

13. Number of students recruited annually

14. Target Market (including regions and countries comprising your client base and courses of interest to your clients)

15. Do you have a representative in Australia? If so, please provide the requested details below:

   Name of organisation

   Contact person

   Address

   Telephone Number

   Fax

   Email

   Website

16. Are you a member of any industry bodies or organisations? If so please indicate which ones.

17. Have you completed the AEI (Australian Education International) Education Agent Training Program (EATC)?

   Yes [ ] No [ ]
18. References – Please provide information about providers that you currently represent, preferably with the name and contact details (e.g. email) of the marketing manager or principal administrator
   1. 
   2. 
   3. 
   4. 

19. Are you prepared to regularly monitor the Australian Government Department of Immigration and Citizenship (DIAC) website (www.immi.gov.au)?
   Yes [ ] No [ ]

20. Are you prepared to regularly monitor the Australian Government DEEWR and AEI website (www.aei.gov.au)?
   Yes [ ] No [ ]

21. Have you read the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students?
   Yes [ ] No [ ]

22. Please list the main responsibilities of education agents under the National Code

   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

23. How will you comply with these obligations?

   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
24. Do you understand that students coming to Australia on a student visa must have a primary purpose of studying and must study full time?

Yes [ ] No [ ]

25. Do you understand that you must not make any guarantees about achieving residential status in Australia, but that you can refer students to the DIAC website?

Yes [ ] No [ ]

26. Are you prepared to comply with all requirements of IIPD regarding advertising and course promotional material, application procedures and providing information to students?

Yes [ ] No [ ]

Signature

[ ]

Date

[ ]

Full Name

[ ]

Position

[ ]

By signing this document you authorise IIPD to make enquiries about your organisation and to contact the providers you have listed as references.

Please return the completed application form to:

- IIPD, 79 Paisley Street, Footscray, VIC 3011 OR
- email: info@iipd.edu.au