



Education Agent Application Form

Please complete this form and forward to info@iie.edu.au

Details

Date:			
Name:			
Legal Entity:			
Trading Name:			
Business Number:			
Address:			
Certification No If Applicable			
Phone:		Fax:	
Email:		Website:	

Section 1: Company Description

Please provide a description of your company

<p>INSTITUTE OF EDUCATION</p>

Section 2: 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 3: General

Are you an authorized agent or member of an agent's association?

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

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What is your main country of operations?

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What are your Fees and Charges?

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Section 4: Referees

Referee 1

Name:			
Address:			
Phone:		Fax:	
Email:		Website:	

Referee 2

Name:			
Address:			
Phone:		Fax:	
Email:		Website:	

Privacy Notice

International Institute of Education is required to collect education agents' personal information. This may be shared with the Australian Government as required for the purposes of:

- promoting compliance with the ESOS Act and the National Code;
- assisting with the regulation of Agents;
- promoting compliance with the conditions of a particular student visa or visas, or of student visas generally; or
- facilitating the monitoring and control of immigration.

Information about education agents can also be accessed by all registered providers through PRISMS and includes:

- the outcome of the enrolments
- the percentage of completed CoEs by the education agent
- the number of CoEs created with the education agent's involvement against the total number of CoEs created for the provider.

Education Agent Declaration

- I declare that the information provided is true and correct.
- I agree to the collection, use and disclosure of my personal information as per the Privacy Notice.
- I understand my responsibilities as an education agent under the National Code 2018 Standard 4 and have a good understanding of the international education system in Australia, including the International Education and Training Code of Ethics.

Name of education agent representative	
Contact education agent representative position	
Signature	
Date	

Authorisation Staff Only

Authorisation for Processing

Action to be taken:			
Date Effective:			
Document Required			
<input type="checkbox"/> Company Registration <input type="checkbox"/> Business Profile <input type="checkbox"/> Education Ministry or Relevant Regulator Registration Document All of the agent application of IIE are processed after the reference check process, so please ensure that the provided reference detail are accurate, if the details are not accurate there might be some delay on your application processing.			
Signed:		Position:	
Print Name:		Date Processed:	