

<b>Your Details:</b>			
Name of organisation:			
Registered Company Name:		ABN:	
Name of authorised representative:		Title of authorised representative:	
Address of organization:			
Contact email:		Phone Number:	
<b>Questions:</b>			
Please provide details of the size of your company, the number of offices or outlets including their locations/addresses:			
Please provide the number of student counsellors and/or general staff that you have in your company:			
What year was the company established? How long has the company been operating as an education agent?			
Please list your three main recruitment countries including the number of students recruited by your agency for that country in 2017:			
Does your agency conduct activities other than student recruitment? If yes, please provide details:			
To which education level do you recruit students? (Tick all that applies)			
<input type="checkbox"/> Year 12 (or equivalent ) <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma Level <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> Other _____			
What is the total number of students recruited by you in:			
2014:	2015:	2016:	2017:                      2018:

Do you currently represent other Australian institutions? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, please provide details of a minimum of 3 institutions and the length of association)</i>			
Does your organisation have offices offshore? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, please provide details)</i>			
Do you charge prospective students a service fee? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, how much? What services do students receive for this fee?)</i>			
What promotional activities do you do to facilitate student recruitment? Please provide samples of existing promotional materials (where available).			
Please provide names, qualifications, experience and English language fluency of key recruitment staff employed by your company:			
Please provide the name and contact details of two student recruitment referees whom we may contact:			
<b>Referee 1:</b>			
Name of Organisation:		Contact Person:	
Telephone Number:		E-mail Address:	
<b>Referee 2:</b>			
Name of Organisation:		Contact Person:	
Telephone Number:		E-mail Address:	
Why does your company wish to become a recruitment agent for our institutions?			
What can your company do to facilitate recruitment of international students to our institutions?			
Name:		Signature:	
Date:			