

AGENTS ENGAGEMENT APPLICATION

To be completed by education agents interested in recruiting students for Brighton College Pty Ltd.

ORGANISATION DETAILS:

Organisation Name:

Business Registration Number:

Business Address:

Postal Address:

Phone Number:

Email Address:

Website Address:

ORGANISATION BACKGROUND AND SERVICE OFFERED

How long have you been providing education counselling services?

Is recruitment of students the core of your business? Yes No

What services do you provide to students?

Do you provide counselling services from offshore locations? Yes No

If yes, please provide the details of offshore locations below.

Provide the details of professional organisations of which you are a member:

Have you ever been previously engaged in, dishonest recruitment practices such as: Yes No

- Deliberate attempt to recruit and transfer a student from one educational provider in Australia to another?
- Facilitate the enrolment of the student, who the education agent believes will not comply with the conditions of his or her visa?
- Use PRISMS to create Confirmation of Enrolments for other than bona fide students?
- Manipulating the documents to assist student to attain Student Visa in Australia?
- Deliberate advertising of misleading or false marketing materials?

Have you previously been charged for releasing personal information without proper authority? Yes No

DETAILS OF THE PROPRIETORS/DIRECTORS

Name:

Name:

Position:

Position:

Phone Number:

Phone Number:

Email:

Email:

Background, Qualification and Experience:

Background, Qualification and Experience:

PRIMARY CONTACT

Name:

Position:

Phone Number:

Email:

STAFF DETAILS

Total Number of Staff:

Details of key staff members and/or consultants:

Name	Position	Contact Number	Email Address

LOCATION AND DETAILS OF OTHER ONSHORE AND OF OFF-SHORE OFFICES/PARTNERS

Branch Name/Location	Country	Contact Number	Email Address

DETAILS OF PAST AND PRESENT EXPERIENCE WITH RECRUITING STUDENTS

Which other Australian institutions do you currently represent?

How many students did you send to Australia last year?

How many students do you intend to place with Brighton College in the next 6 months?

FAMILIARITY WITH AUSTRALIAN EDUCATION INDUSTRY

Have you read and understood the ESOS Act 2000?

Yes No

If "no", do you intend to familiarise yourself with it?

Yes No

Have you read and understood the National Code 2018?

Yes No

If "no", do you intend to familiarise yourself with it?

Yes No

Have you completed the any Agent Training Course?

Yes No

If "yes", specify

If "no", do you agree to complete it in next 3 months?

Yes No

Have you read and understood the Australian International Education and Training Agent Code of Ethics?

Yes No

Yes No

If "no", do you intend to familiarise yourself with it?

Are you prepared to comply with all requirements of Brighton College about advertising and course material, application procedures and providing information to students?

Yes No

REFEREES

List two other Australian institutions who would act as a referee in support of your application.

Name of Institution:

Name of Institution:

Contact Name:

Contact Name:

Phone Number:

Phone Number:

Email:

Email:

SIGNATURE AUTHORISED PERSON

Name:

Signature:

Position in the Organisation:

Date:

(DD/MM/YYYY)

Email Address:

Phone Number:

Scan and email completed document to marketing@brighton.edu.au addressed to Business Development Manager.

Attachments:

1. Copy of Business Registration and relevant documents
2. Copy of QEAC/PIER certification of at least one member of agent organisation (who is in a key position in that organisation)

Approval:

X

Application approved by Business Development Manager, Brighton College

Date:

(DD/MM/YYYY)