

REPRESENTATIVE/EDUCATION AGENT/ APPLICATION FORM

Please Note:

Kindly complete this form and send it back to us via email, along with the necessary supporting documents such as company registration certificates and a company profile.

The processing of the Education Agent Agreement and Education Agent Certificate may take up to two weeks from the date of submission.

Company Information

Company Legal Entity:	
Company Trading Name:	
Australian Business Number (if applicable):	
Australian Migration Agency Number (if applicable):	
Company Postal Address:	
City/Suburb	
Postcode:	
Country (if Australia)	
Director(s) / CEO Name(s):	

Main Office Contact Details

Contact Name(s):	
Phone:	
Fax:	



REDFORD
INSTITUTE OF VOCATIONAL STUDIES

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Mobile:	
Email:	
Website:	

Agent Details

1. How long has your business been operating?

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2. List two institutions you are currently representing in Australia:

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3. Key Business Activities (List):

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4. Number of students sent to Australia per year:

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5. Number of staff:

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6. Services provided to students:

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.....

7. Have you or your staff completed EATC Training? ([Education Agent Training Course - EATC](#))

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☐ Yes

☐ No

if Yes, Name of Staff

Member of Associations:

Number of Office Locations:

How do you promote Australian International education and how will you promote our Institute?

☐ Onshore

☐ Offshore

Countries/Regions covered by your agency:

Projected number of students you plan to send in the next six months?

Agent's Employees Involved in Educational Counselling

Name	Email Address	Migration Agent Registration No. (if applicable)

References (Minimum 2 Required)



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Reference 1	Reference 2
Contact Name:	Contact Name:
Organisation:	Organisation:
Email:	Email:
Phone:	Phone:

Declaration

I am interested in representing **Redford Institute of Vocational Studies** as an education agent and agree to do so in an honest and professional manner. I agree to:

- Regularly monitor policies and changes as reported on the **Department of Home Affairs (DHA)** website.
- Regularly monitor policies and regulations as reported on the **Department of Education** website.
- Regularly monitor policies and regulations as reported on the **Department of Employment and Workplace Relations** website.
- I have read the **National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students** and agree to adhere to the relevant standards.

Signature:		
Name		
Role	Date:	

Please forward a copy of your Business Profile along with this Education Agent Application Form

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Office Use Only

Application Accepted: **No** ▼