



STUARTHOLME SCHOOL

INTERNATIONAL AGENT APPLICATION

Please complete this form if you wish to be considered as an education agent for Stuartholme School (the School). This application relates to an appointment in the geographic territory shown in this Application and, if accepted by the School, the Agent must sign an International Agency Agreement in the form approved by the school. Please note that completing this form does not result in automatic appointment.

Section 1: AGENT BUSINESS DETAILS

Company Name:

Registration No:

Date of Registration:

Place of Registration:

Expiry Date (if applicable):

Australian Business Number (ABN) (if applicable):

Full Address:

Postal Address:

Email Address:

Phone Number:

Website:

If the Business is not conducted through a registered company, please indicate the nature of the business structure (e.g. sole trader, partnership etc.):

Section 2: COUNTRIES/REGIONS COVERED UNDER THIS AGREEMENT

List countries / geographic regions you will recruit students:

Does your company have an office based in Australia:

If yes, please provide details:

Postal Address:

Email Address:

Phone Number:



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Section 3: AGENT BUSINESS PROFILE

Number of years in existence:

Name of Principal/Owner:

Background:

Qualifications:

Number of Staff:

Details on key members of staff:

Name

Area of Responsibility

Name

Area of Responsibility

Name

Area of Responsibility

Services Provided by the Business:

Location / details of offshore offices:

Full Address:

Postal Address:

Phone Number:

Email Address:

Website:

Location / details of subcontractors which may be used to provide services to the Business:

Full Address:

Postal Address:

Phone Number:

Email Address:

Website:

Location / details of offshore partners:

Full Address:

Postal Address:

Phone Number:

Email Address:

Website:

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Section 4: FAMILIARITY WITH AUSTRALIAN EDUCATION INDUSTRY

Are you familiar with the ESOS Act?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you familiar with the National Code?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you familiar with the Education Agent Training Course (EATC)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Section 5: COMPANY OPERATIONS

State briefly how and where you plan to recruit/refer students in the relevant territory to the School?

How many students do you believe you could recruit for the School in the next two years?

From which parts of the relevant territory will the Business recruit potential students for the school?

Please outline the professional organisations of which your Business is a member of:

Section 6: REFEREES

Please provide the names and contact details for three (3) referees from Australian Education Providers whom you currently work with:

Education Provider 1

Institution:

Referee's Name:

Phone:

Email:

Education Provider 2

Institution:

Referee's Name:

Phone:

Email:

Education Provider 3

Institution:

Referee's Name:

Phone:

Email:



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Section 7: FEES

Please supply details of any fees or commission you charge or intend to charge students for processing applications (over and above what the School may pay you):

Section 8: SIGNATURE

Signature:

Printed Name:

Position Title:

Date:

We would encourage you to include copies of your Company Prospectus and/or Marketing Material for consideration.

Please email this *International Agent Application* form to
enrolments@stuartholme.com