



Application to become an education agent for ACM

Please complete the following details:

1. Company Legal Name and Trading Name

2. Company Business Registration Number

3. Australian Business Number (for Australian-based companies only)

4. Address

5. Telephone number (including country code and area codes)

6. Fax number (including country code and area codes)

7. Email address

8. Website

9. Year established



10. Name of Chief Executive Officer

11. Description of business

12. Number of staff

13. Number of students recruited annually

14. Target Market (including regions and countries comprising your client base and courses of interest to your clients)

15. Do you have a representative in Australia. If so, please provide the requested details below:

Name of organisation

Contact person

Address

Telephone Number

Fax

Email

Website



16. Are you a member of any industry bodies or organisations? If so please indicate which ones.

17. Have you completed the AEI (Australian Education International) Education Agent Training Program (EATC)?

Yes

No

18. References – Please provide information about providers that you currently represent, preferably with the name and contact details (e.g. email) of the marketing manager or principal administrator

1.

2.

3.

4.

19. Are you prepared to regularly monitor the Australian Government Department of Immigration and Border Protection (DIBP) website (www.immi.gov.au)?

Yes

No

20. Are you prepared to regularly monitor the Australian Government DEEWR and AEI website (www.aei.gov.au)?

Yes

No

21. Have you read and understood the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students?

Yes

No

22. Please list the main responsibilities of education agents under the National Code



23. How will you comply with these obligations?

24. Do you understand that students coming to Australia on a student visa must have a primary purpose of studying and must study full time?

Yes

No

25. Do you understand that you must not make any guarantees about achieving residential status in Australia, but that you can refer students to the DIBP website?

Yes

No

26. Are you prepared to comply with all requirements of ACM regarding advertising and course promotional material, application procedures and providing information to students?

Yes

No

Signature

Date

Name



Position

By signing this document, you authorise ACM to make enquiries about your organisation and to contact the providers you have listed as references.

Please return to:

Atlantis College of Management

Level 14, 474 Flinders Street, Melbourne VIC 3000

email: info@atlantis.edu.au

