



KNIGHTS COLLEGE – AGENTS APPLICATION FORM

RTO Provider code: 41269 CRICOS Code: 03543M

SECTION A: CONTACT DETAILS

Business Name: _____

Business Address: _____

Contact Name: _____

Telephone: _____ FAX: _____

Email : _____

Web Address: _____

SECTION B: BUSINESS BACKGROUND

- (i) How many years have you worked as an education agent,, (please provide most recent business plan/company profile:

- (ii) How many prospective learners do you recruit for study each year?

Diploma Students _____

Certificate IV Students _____

Certificate III Students _____

- (iii) How many students do you send to Australia for studies annually? _____

- (iv) To which Australian institutions do you send students to?



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(v) Are you a member of a national association?

Yes

No

IF YES (PLEASE PROVIDE DETAILS)

SECTION B: BUSINESS BACKGROUND

(vi) Do you use sub-agents or other people not employed by the company to recruit students?

YES

NO

(vii) If yes, do you ensure such sub-agents and/or individuals are aware of and comply with recruitment agent obligations under the Education Services for Overseas Students (ESOS) Act?

YES

NO

(viii) Are you prepared to provide the details of any such sub-agents and/or individuals to Knights College if an Education Agent Agreement is executed?

YES

NO

(ix) Which services do you provide to learners? (Please tick the appropriate boxes)

STUDENT COUNSELING

COLLECTING FEES

PRE-DEPARTURE BRIEFING

HOMESTAY/GUARDIANSHIP

FOLLOW UP WITH PARENTS

ENGLISH TESTING

VISA APPLICATIONS

OTHER (Please Specify)



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SECTION C: BUSINESS BACKGROUND

- (x) How many staff is employed in the company?
Please specify if relevant:

Counsellors _____

Administrative Staff _____

Immigration agents' _____

- (xi) Have you or any of your counsellors visited Australia before?

SECTION D: UNDERSTANDING AND COMPLYING WITH ESOS ACT

- (x) Do you regularly monitor the Australian Department of immigration website for up to date information?

Yes

No

- (xi) Have you read the ESOS ACT and have an understanding of your requirements under the ACT?

Yes

No

- (xii) Do you ensure that students coming into Australia on a student visa have a primary purpose of studying and notify them that they must study on a full time basis?

Yes

No

SECTION E: DESCRIPTION OF POTENTIAL MARKETS

- (xiii) From which geographical area will your potential market come from?
