

International education agent application

(please type or print clearly and attach with name card).

NB: Before completing an application to represent ACCCO, agents should be familiar with the following:

Education Services for Overseas Students Act 2000:

<http://www.comlaw.gov.au/Series/C2004A00757>

Education Services for Overseas Students Amendment Act 2014:

<http://www.comlaw.gov.au/Details/C2014A00002>

The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007:

<https://internationaleducation.gov.au/Regulatory-Information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/National-Code/Pages/default.aspx>

The Australian Department of Immigration and Border Protection (DIBP):

www.immi.gov.au

Agents Gateway: <http://www.immi.gov.au/gateways/agents/migration-advice-industry/becoming-an-agent/2.0.htm/>

Australian Skills Quality Authority: <http://www.asqa.gov.au/> refer to CRICOS information.

It is recommended that agents complete an Education Agent Training course.

Information and communication.

NB: ACCCO is required to record education agent details on PRISMS and the ACCCO website and to keep education agent details on file. Agent details supplied must be shared with relevant government departments on request and potential students requesting referral to an agent.

Please notify ACCCO of any changes of contact details.

Assessment of Application.

Content of application, referee responses and company profile information is considered.

Agent applicants are notified by email of decision within three weeks of receipt of application.

On approval, an agent agreement is prepared and forwarded.

Once the signed Agent Agreement is returned to ACCCO, an Agent Certificate of Representation is prepared and forwarded to the Agent.

Agency profile

Company Name			
Address			
Postal Address			
Website			
Phone		Fax	
Email		Year Established	

Have you completed the Pier Online Education Agent Training Course? www.pieronline.org	Yes	No	Registration number	
How do you inform clients about studying and living in Australia?				
How you plan to keep up to date with Australian regulations for students and about ACCCO and its courses?				
Do you have MARA registration?	Yes	No	Registration number	

Marketing

Details about your marketing

Geographical territory	
Strengths you have in the region	
Marketing activities	

Company directors

		Director 2
Name		
Date of birth		
Address (residential)		
Address (company)		
Mobile		
Email		
Experience		

Agency Contacts

Agency Contacts	Contact 1	Contact 2
Name		
Job title		
email		
Phone		

Referees

Educational institutions	1.Educational Institution	2.Educational Institution
Name of institution		
Contact Person's Name:		
Phone		
Email		

Service details

What services do you provide for students?	
What fees do you charge for your services?	
What agent's association are you a member of in your country?	