



**Monday
College**

AGENTS APPLICATION FORM

Company Details and Background

Business Legal Name:

Trading Name *(if different from legal name):*

Company/ Business Registration Number:

Year Established:

YYYY

Town and Country of Registration:

Business Address:

City:

Suburb/State:

Country:

Postal Code:

Phone:

Number of Staff:

Email:

Website:

Number of international offices:

Locations of International Offices (if applicable):

Please describe your business activities:

Director and Employee Details

Person 1

Person 2

Name:

Name:

Position:

Position:

Qualifications and previous experience:

Qualifications and previous experience:



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| | |
|--|--|
| Membership of education agent professional bodies: | Membership of education agent professional bodies: |
| | |

Potential Markets and Services to be Provided

| | |
|---|--|
| What are your main target markets? | |
| Marketing strategies will you use to promote courses? | |
| Any support services that you offer: | |
| Do you charge students any fees? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If YES, please provide details? | |

Agency Performance and Compliance

| | |
|---|--|
| How many Australian education institutions are you currently representing? | |
| Number of students referred to Australian Institution in past 2 years: | |
| Have you or any of your staff completed the Education Agents Training Course (EATC) available through www.pieronline.org ? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If YES, please list who has completed the course. | |
| Do you have understanding for the requirements of the ESOS Act and National Code? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you regularly monitor the Department of Home Affairs DHA website? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are you willing to comply with the requirements of Monday College regarding advertising, course materials and application procedures to provide accurate information to students? | <input type="checkbox"/> Yes <input type="checkbox"/> No |



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Are you prepared to use the marketing materials provided by Monday College to promote our courses?

Yes No

Additional Information:

Please provide any other information that you think will support your application.

References - Please provide details of at least 3 Australian educational institutes that we can contact for a reference.

Institution 1

Name of Institution:

Contact Person:

Position:

Phone Number:

Email Address:

Since when you worked with them:

DD / MM / YYYY

Institution 2

Name of Institution:

Contact Person:

Position:

Phone Number:

Email Address:

Since when you worked with them:

DD / MM / YYYY

Institution 3

Name of Institution:

Contact Person:

Position:

Phone Number:

Email Address:



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Since when you worked with them: DD / MM / YYYY

Declaration

By signing this agreement, you declare that:

- You have read and understood the extract from the ESOS Act 2000 Obligations of Agents.
- The answers and details provided in this application are true, accurate and complete.
- Monday college is authorised to contact the referees listed to collect information about my conduct and services.
- You acknowledge and agree to the privacy statement provided below.

Privacy Statement: All information collected, used or disclosed by Monday College is confidential and is protected by the Privacy Act 1988 and other relevant legislation. Monday college policy is outlined in the Information Privacy Policy available from our website. Information about Agents or students may be made available to Commonwealth and State agencies if required to provide the information by law.

Signature:

Name:

Date:

DD / MM / YYYY

Please return this form along with supporting evidence to info@monday.edu.au