



Manchester College

Austar Enterprise Group Pty Ltd (ACN :108707535) trading as Manchester College(ABN:21108707535)
(CRICOS Provider Code :02891K) (NTIS Provider Code:21995) Level 1,108 Johnston Street Collingwood VIC 3066
Phone: +61 3 94158895 Fax: +61 3 94159549, Email: info@manchestercollege.com.au
www.manchestercollege.com.au

AGENT APPLICATION

Dear prospective agent

Please complete the application form clearly as the details put in the agreement are based on this form. A full business proposal should be enclosed with this application. If your application is successful you will receive a provisional certificate and agreement covering the first 3 months. Upon review if both parties agree a full agreement and certificate will be issued with a review at the end of the first 3 months. If you are not successful you will be notified of the outcome of your application in writing.

1. YOUR COMPANY

Country of Operation (Head Office):

Name of Company:

Name of Contact:

Job designation/ position:

Main business activity:

Company address:

City:

Postcode/Zipcode:

Country:

Telephone:

Fax:

Email Address:

Website Address:

If in Australia:

ABN Number:

2. YOUR COMPANY'S BUSINESS

How long has your company been recruiting students?

What country/countries have you recruited from?

Have you recruited students for Manchester before?

Yes

No

Is your company a member of an Australia Agents' Association?

Yes

No

If **Yes**, please give the name of the Association:

Have you worked with other Australian universities, colleges or education establishments?

Yes

No

If **Yes**, which ones?



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3. YOUR COMPANY'S ORGANISATION

Does your company have other offices (other than the Head Office) or representatives?

Office: Representative: No:

If **No**, go to **4**.

If **Yes**, please attach a separate list of full contact details of these offices.

4. YOUR COMPANY'S ACTIVITIES

How many students did you send to Australia in the last 2 years:

Name of Institution(s) and number of students:

5. YOUR COMPANY'S STAFF

Have you or your staff undertaken formal study in Australia:

Yes No

How many educational consultants does your company employ?

Does your company conduct other business?

Yes No

If **Yes**, what?

Have you or your staff worked with another recruitment company in the past:

Yes No

If **Yes**, please give details:

6. YOUR COMPANY'S REFEREES

Please give details of at least 2 referees of your company's business activities:

A. Institution:

Referee's name:

Job designation/position:

Location/Country:

Telephone:

Email address:

B. Institution:

Referee's name:

Job designation/position:

Location/Country:

Telephone:

Email address:

7. ADDITIONAL INFORMATION

Please attach your full business proposal and any additional information about your company that supports your application.