

EDUCATION AGENT APPLICATION FORM



07 3096 0566 

international@agi.edu.au 

Brisbane, Queensland, Australia 4122 

A. APPLICANT ACKNOWLEDGEMENTS (PRE-REQUISITES)

Thank you for your interest in representing Australian Global Institute (AGI) as an authorised education agent. Please complete all sections of this application form carefully and ensure the required supporting documents are attached before submitting the completed form to international@agi.edu.au for review.

BUSINESS & LEGAL INFORMATION

1. Before completing this form, please confirm the following (tick all):

- ☐ I have read and understand the requirements of the Education Services for Overseas Students Act 2000 (ESOS Act) and National Code of Practice for Providers of Education and Training to Overseas Students 2018.
- ☐ I have appropriate knowledge of the Australian international education system, the CRICOS framework, and the Australian International Education and Training Agent Code of Ethics.
- ☐ I understand that submission of this form does not guarantee acceptance as an accredited agent.

2. Business/Trading Name (required):

3. Legal Entity Name:

4. Type of Entity:

- ☐ Sole Trader
- ☐ Pty Ltd
- ☐ Ltd
- ☐ Partnership
- ☐ Trust
- ☐ Other

5. ABN/ACN/Overseas Registration Number:

6. Registered Office Address:

Please provide full address, including street, city, state/region, postcode, and country.

7. Postal Address (if different):

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8. Website:

9. Primary Phone (with country code):

10. Primary Email:

11. Year Company Established:

PRIMARY CONTACT / REPRESENTATIVE DETAILS

12. Primary Contact Full Name:

13. Position/Title:

14. Mobile (with country code):

15. Email Address:

16. Secondary Contact (optional) – Name/Role/Contact:

OPERATIONAL & RECRUITMENT INFORMATION

17. Countries/Regions of Operation: (List all)

18. Main Target Markets (for student recruitment):

19. Number of international students referred in the last 12 months:

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COMPLIANCE, TRAINING & CAPABILITY

20. Do your staff know/understand Australian visa requirements (GTE, course load, OSHC, etc.)

☐ YES

☐ NO

21. Do you have internal processes to ensure ethical recruitment/ESOS compliance?

Please describe briefly:

22. What services do you provide to students? (tick all that apply)

- ☐ Pre-departure briefing
- ☐ Application assistance
- ☐ Document preparation
- ☐ Visa guidance
- ☐ Accommodation arrangement
- ☐ Airport arrival assistance
- ☐ Post-arrival support
- ☐ Other

23. If you select other, please specify below

MARKETING & PROMOTION

24. How do you intend to market our institution? (tick all that apply)

- ☐ Exhibitions & fairs
- ☐ Digital marketing (web/SEO/ads)
- ☐ Social media campaigns
- ☐ Study tours
- ☐ Partnership programs
- ☐ Webinars/Online seminars
- ☐ Other

25. If you select other, please specify below

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REFERENCES

Please provide the below information for two referees

26. Referee 1

Institution/Provider Name:

Referee Name & Role:

Contact Phone (with country code):

Email Address:

Relationship Duration:

27. Referee 2

Institution/Provider Name:

Referee Name & Role:

Contact Phone (with country code):

Email Address:

Relationship Duration:

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DOCUMENT SUBMISSION

Please email all the required documents to: international@agi.edu.au

- a) Please attach a certified copy of your business registration (or equivalent).
- b) Please attach your Company profile / brochure

DECLARATION & SIGNATURE

By signing below, I declare that:

- All information provided is true and correct.
- I consent to verification of references and compliance checks.
- I understand that misrepresentation or dishonest practices may result in rejection or termination.
- I understand that Australian law requires agents to act ethically, honestly, and in the best interests of students.

28. Full Name:

29. Position/Role:

30. Date: