

INTERNATIONAL AGENT APPLICATION FORM



Company details and background

Company/business name:	
Trading name (if different):	
Company/business registration number:	
Years established	
Name of Director/CEO	
Town and country of company/business registration:	
Business address:	
Phone number:	
Email address:	
Website:	
Number of staff members:	

Potential markets and services to be provided

What are your target markets:
Please outline any support services you offer prospective students:

Agency performance and compliance

How many Australian education institutions are you currently representing:
How many students have you referred to Australian educational institutions in the past 2 years?
Please briefly outline how you and your organisation will fulfil your responsibilities as an education agent as required by the National Code 2007. Please attach additional information such as company flyers etc. if required.

Have you or any of your staff completed the Education Agents Training Course (EATC) available through www.pieronline.org?

If Yes, please list who has completed the course.

Are you or any of your staff a Registered Migration Agent (RMA)?

If Yes, please provide name.

Do you have a comprehensive understanding of the requirements of the ESOS Act 2000 and The National Code 2007?

Do you regularly monitor the Australian Department of Home Affairs (DHA) website (www.immi.homeaffairs.gov.au) and the Department of Education (DE)?

Are you willing to comply with the requirements of Lawson College regarding advertising, course material and application procedures, and provide accurate information to students?

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

Referees

Please provide details of at least 2 Australian educational institutes that we can contact for a reference.

	INSTITUTION 1	INSTITUTION 2
Name of institution:		
Contact person:		
Position:		
Phone number:		
Email address:		

Declaration

In 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
- Lawson College is authorised to contact the referees listed to collect information about your conduct and services
- you acknowledge and agree to the privacy statement provided below.

Privacy Statement: All information collected, used or disclosed by Lawson College is confidential and is protected by the Privacy Act 1988 and other relevant legislation. Information about agents or students may be made available to Commonwealth and State agencies if required to provide the information by law.

Signature:

Date:

(Please print name):

Lawson College Australia
RTO Number: 40679
CRICOS: 03406J

Location Address
Level-2, 228-234
Lonsdale Street
Dandenong VIC 3175

Postal Address:
PO Box 7155
Dandenong
VIC 3175

Phone: +61 3 9791 2211
Email: info@lawsoncollege.edu.au
Website: www.lawsoncollege.edu.au

Please return this form along with supporting evidence to Lawson College at the above address