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Billanook College
CRICOS 00131M

Billanook College Ltd. Melbourne, Australia hereby invites the organisation identiýed herein to make formal application to become a registered Student Recruitment Agent for the College.

This Application shall be processed within 14 days of receipt by Billanook College. Should the application be successful Billanook College will then issue the Agency listed with an Agency Agreement, specifying the Terms and Conditions of the contractual relationship between Billanook College and the Agency identiýed.

AGENCY APPLICATION FORM

Title of Agency

Australian Business Number (ABN)

O shore Business Registration Number (If applicable)

Address of Agency Head O ce

Name of Business Owner

Name of Chief Executive O cer/Director of Agency

O ce Phone Number

Mobile Email

Name of Manager - Australian School Marketing Department

O ce Phone Number

Mobile Email

Have relevant sta in your organisation successfully completed the Australian Department of Immigration and Border Protection (DIBP) Education Agent Training Course (ETAC). YES ☐ NO ☐

For how many years has your Agency been actively recruiting students for Australian high schools? _____ YEARS

Intended markets from which your Agency plans to recruit students

EVIDENCE OF SUCCESS IN MARKETING ACTIVITIES FOR EDUCATION PROVIDERS

a. In the last three years the average number of students recruited by your Agency for Australian high schools has been _____ per annum.

b. In the last three years the approximate percentage of students recruited by your Agency for private or independent schools, and public (Government) high schools in Australia has been

Private/Independent _____ % Public (Government) _____ %

c. In the last three years the average number of students recruited for high schools in other nations has been _____ per annum.

d. In the last three years Australian high school placements have represented approximately _____% of all students placed into foreign educational institutions by your Agency.

e. List the other nations where you have referred high school students over the last three years.

REFEREES

Provide the names and contact details of two Professional Referees who can attest to the service delivery and professionalism of your Agency in marketing for Education Providers. Preferably, at least one of these Referees will be currently employed by an Australian high school with which your organisation has an existing Student Recruitment Agreement.

REFEREE 1

Name

Title

Name of Organisation

O ce Phone Contact Email Contact

REFEREE 2

Name

Title

Name of Organisation

O ce Phone Contact Email Contact

Name of O cer Lodging Application

Signature Date

Please submit this application to **internationalprograms@billanook.vic.edu.au**