

Agents Engagement Application

1. Company Profile

a) Name of Chief Executive Officer:

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b) Details of Chief Executive Officer's background and qualifications

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c) Number of staff: ...

d) Details of key staff members and/or consultants

i.

ii.

iii.

e) Number of years company in existence: ...

f) Services provided by company

i.

ii.

iii.

g) Location and details of off-shore offices

i.

ii.

iii.

h) Location and details of sub-contractors

i.

ii.

iii.

i) Location and details of off-shore partners

- i.
- ii.
- iii.

2. Company Registration Details (including all registration numbers and country of registration)

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3. Details of past and present experience with recruiting students

a) For Australian Sectors (VET/University) Number of students recruited

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b) For all other education sectors Number of students recruited

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4. Familiarity with Australian education industry

a) Have you read and understood the ESOS Act 2000? ☐ Yes ☐ No

If “no”, do you intend to familiarise yourself with it? ☐ Yes ☐ No

b) Have you read and understood the National Code 2007? ☐ Yes ☐ No

If “no”, do you intend to familiarise yourself with it? ☐ Yes ☐ No

c) Have you completed the AEI Agent Training Course?

☐ Yes ☐ No

If “no”, what date do you intend to complete it?

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5. Your personal experience within the following:

a) Education industry generally

b) Any other major business areas

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6. Details of markets from which you recruit:

a) Current geographical area/s

Geographical area

Characteristics of this geographical area

b) Details of any potential areas from which you would like to recruit

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7. Names of any professional organisations of which you are a member:

- a)
- b)
- c)
- d)

8. Outline of services to be provided to KIHE:

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9. References: Please provide the details of two (2) referees who can vouch for your company.

Reference 1	
First Name:	
Surname:	
Organisation:	
Email:	
Phone:	



Reference 2	
First Name:	
Surname:	
Organisation:	
Email:	
Phone:	

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Signature of Chief Executive Officer

Date

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Chief Executive Officer 's name (*please print*)

Scan and email completed document to info@kihe.nsw.edu.au, addressed to Chief Executive Officer.

Approval:

X

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Application approved by Chief Executive Officer, KIHE

Date