

Agent Reference Check Form



Agent Details

Agency Name	
Company Name if different	

Referee's details

Institution	
Officer's name & title (position)	
Contact/email	

Is the above agency one of your appointed agents?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
How long has the agency represented your institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
How many students have been referred/enrolled by this agent over the last 12 months (1 year)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Did the above agent engage in any dishonest recruitment practices, including the deliberate attempt to recruit a student where this clearly conflicts with the obligations of registered providers under Standard 7 of the National code (Overseas student transfers)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Did the agent facilitate the enrolment of a student who the education agent believes will not comply with the conditions of his or her visa?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Did the education agent or an employee or subcontractor of the education agent engage in false or misleading recruitment practices?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Has the education agent or an employee or subcontractor of that education agent fail to comply with the education agent's responsibilities under National code standards 4.2 and 4.3?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Please rate the QUALITY of the agent's:	
Standard of Paperwork and supporting documents process	<input type="checkbox"/> Poor <input type="checkbox"/> Reasonable <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Advice to students	<input type="checkbox"/> Poor <input type="checkbox"/> Reasonable <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Quality of the Students referred by this agent	<input type="checkbox"/> Poor <input type="checkbox"/> Reasonable <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Any other Comments	
Thank you for taking the time to provide us the feedback.	