



International Education Agent Application Form

Instructions to applicants

Global Leadership Institute Pty Ltd T/A Global Leadership Institute, Australian Cybersecurity Institute

Provider ID: PRV14366, CRICOS Code: 04218E, CRICOS Provider Name: Global Leadership Institute Pty Ltd

ABN: 33633704613, Phone: +61(07)2103 4000, Email: admin@gli.edu.au, Website: www.gli.edu.au

Address : 1009 Ipswich Road, Moorooka QLD 4105, Australia

Company Details & Background

Company Name : _____

Trading Name (if different from Company name) : _____ ABN : _____

Years Established : _____ Place of Registration: _____

Name of CEO/Director : _____ Phone Number : _____

Mobile Number : _____ Email Address : _____

City / Suburb : _____ Post Code : _____

Website : _____ Number of Offices : _____

Ownership Details and Key Personnel

Ownership type
(Tick one)

☐ Individual ☐ Company ☐ Trust ☐ Partnership ☐ Other (specify) : _____

Individuals who own the company (If applicable. If not applicable, indicate N/A in each field)

Full Name	Country of Residence	Link to ownership (e.g. shareholder, beneficiary)	Percentage (if known)

MAIN CONTACT PERSON (list the main contact person for your organisation)

Title : _____ Name : _____ Position : _____

Phone : _____ Mobile : _____ Email : _____

Qualifications & previous experience : _____

Membership of education agent professional bodies : _____

KEY PERSONNEL (list directors, managers, and other key contacts)

Title : _____ Name : _____ Position : _____

Phone : _____ Mobile : _____ Email : _____

Qualifications & previous experience : _____

Membership of education agent professional bodies : _____

Business Background

How many Australian education providers do you currently represent?

☐ 1-5 ☐ 5-10 ☐ 10-15 ☐ 15-20 ☐ 20-25 ☐ 30+

How many international students have you recruited for Australia in the past 1 year and student visa percentage?

☐ 1-25 ☐ 26-50 ☐ 51-75 ☐ 76-100 ☐ 101-150 ☐ 151+

Please list the number of students referred to Australian education providers in the following areas in the past 2 years:

ELICOS Courses : _____

Vocational Courses : _____

Undergraduate Courses : _____

Postgraduate Courses : _____

Study tours : _____

Other programs : _____

In the past 12 months, which Australian states and territories have you promoted the most? Please rank each using 1-7, where 7 is the highest and 1 is the lowest.

VIC _____ NSW _____ QLD _____ WA _____ TAS _____

ACT _____ NT _____

What nationalities do you mainly deal with?

Nationality 1 : _____

Nationality 2 : _____

Nationality 3 : _____

What support services do you provide to students? Tick all that apply and provide details of the fees charged

☐ Migration [Provide fees detail]

☐ Education [Provide fees detail]

☐ Migration & Education [Provide fees detail]

☐ OSHC [Provide fees detail]

☐ Accommodation [Provide fees detail]

☐ Employment Service [Provide fees detail]

Please list the top 3 institutions (by volume) you currently represent in Australia?

1 : _____ 2 : _____ 3 : _____

Please provide any other information you consider to be of importance to this application and to marketing to students.

Marketing and Recruitment

Describe your plan in recruiting students for Global Leadership Institute. What do you think is the most effective marketing strategy to use in your market?

Which student segments or recruitment sources do you expect to work with Global Leadership Institute in the next 12 months? Please tick all that apply.

☐ ELICOS ☐ VET ☐ Higher education ☐ Other (specify) _____

Compliance Requirements

Please provide a brief explanation on how you and your organisation fulfill your responsibilities as agents with reference to the implied responsibilities of education agents as set out in National Code 2018 Standard 4. Provide extra details on a separate sheet if required.

1.	I confirm that I understand the responsibilities of education agents under the Education Services for Overseas Students Act 2000 (ESOS Act), the National Code 2018, and any successor legislation, regulations, or regulatory instruments that amend, replace, or supersede them.	☐ Yes	☐ No
2.	I confirm that I understand overseas students must maintain a genuine intention to study and comply with student visa conditions, including maintaining enrolment in a registered CRICOS course	☐ Yes	☐ No
3.	I confirm that I will recruit student ethically and responsibly and will not engage in misleading or deceptive practices.	☐ Yes	☐ No
4.	I confirm that I will only use Global Leadership Institute approved marketing materials and will remove outdated or superseded materials when requested.	☐ Yes	☐ No
5.	I confirm that I will provide students with accurate information about courses, fees, living in Australia and visa obligations.	☐ Yes	
6.	Does your organisation use sub-agents or subcontractors to recruit students? If Yes, confirm that you will: • Ensure sub-agents follow the ESOS Act and National Code requirements and any successor legislation, regulations, or regulatory instruments that amend, replace, or supersede them. • Monitor their conduct and performance • Accept responsibility for their actions when representing Global Leadership Institute	☐ Yes	☐ No
7.	I confirm that I will cooperate with Global Leadership Institute's agent monitoring, training, and compliance requirements	☐ Yes	☐ No
8.	I confirm that I will notify Global Leadership Institute if there are any regulatory investigations, sanctions or compliance issues affecting my organisation.	☐ Yes	☐ No
9.	I confirm that: • I have read and understood the Global Leadership Institute agent recruitment policy. • I agree to comply with the Education Services for Overseas Students Act 2000 (ESOS Act), the National Code 2018, and any successor legislation, regulations, or regulatory instruments that amend, replace, or supersede them and Global Leadership Institute policies. • I will act honestly, ethically, and in the best interests of prospective and enrolled students.	☐ Yes	☐ No

Reference Check

Please provide the details of 2 referees:

Referee Trading Name:

Name : _____

Position : _____

Email Address : _____

Phone : _____

Referee Trading Name:

Name : _____

Position : _____

Email Address : _____

Phone : _____

Agent Checklist

- Please attach copies of the following documents -

- Company/business registration certificate
- Business Profile
- Details of educational institutions currently represented
- Other relevant materials

Send your completed application and documents to **info@gli.edu.au** and you will be contacted within 10 business days regarding outcome of your application and further information will be provided thereafter

Privacy Policy

All personal information collected, used or disclosed by Global Leadership Institute is confidential and is protected by the Privacy Act 1988, the Information Privacy Act (QLD) and other relevant legislation. Information about Agents or students may be made available to Commonwealth and State agencies if requested.

Global Leadership Institute reserves the right not to proceed with providing an International Education Agreement for reasons it may deem fit to apply.

Declaration

I declare that I have read and understood the extract from the ESOS Act 2000 relating to the obligations of education agents. I confirm that the information provided in this application is true, complete and accurate to the best of my knowledge. I authorise Global Leadership Institute to contact my referees and obtain any information the Institute reasonably requires to assess this application. I understand and accept that I am responsible for the conduct of any Subcontractors I appoint, and that their actions or omissions will be treated as my own for the purposes of my engagement with Global Leadership Institute and applicable law.

Is there any known Conflict of Interest (eg: Ownership, Shareholding, High Managerial agent)? ☐ Yes ☐ No

Provide details:

Name of Applicant : _____

Position : _____

Signature : _____

Date : _____

Office use Only

Name of Marketing Staff : _____

Date : _____

Action done (Tick all that apply)

☐ References checked

☐ Agreement & manual issued

☐ Platform updated

Comments: _____

Recommendation : ☐ Application approved ☐ For further review ☐ Application disapproved

☐ Approval by Marketing Director

Signature : _____ Date : _____

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