

NOMINATE OR CHANGE AGENT - REQUEST FORM

By completing the Agent Nomination Form, you are advising the University of Adelaide of your intent to nominate an agent or appoint a new agent to represent you in your application to study at the University. Your application will be subject to an assessment by the University's International Recruitment Team. A final decision will be made after a thorough assessment.

Please note that we require an email attached from the student requesting the change and the reason why for this change to be considered.

Please write in BLOCK LETTERS using blue or black pen. Please email the completed form to start@adelaide.edu.au.

Applicant Details:

Student ID / SATAC Reference no.:	
Program Student is applying for:	
Student Family Name:	
Student Given Name:	
Student Date of Birth (dd/mm/yy):	
Student Email:	
Student Telephone Number:	

Agent Details:

Current Agent: – <i>If Applicable</i> (Company name, branch, branch address and telephone)	
New Agent: (Company name, branch, branch address and telephone)	
Please explain <u>in detail</u> why you want to nominate or change Agents:	

The following checklist assists the University in understanding the level of service provided by the new agent. Please ✓ the stages in which the new agent directly assisted the student's application.

Application Submission	Offer of Enrolment	Acceptance of Enrolment	Confirmation of Enrolment	Visa Application
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AGENT DECLARATION:

I declare that this form has been submitted with the authority of the student identified in this application. I declare that the information provided is correct and all services that I have claimed to have provided are true. I am able to provide proof of documentation to the University to verify any information contained in this form upon request.

Student's request email attached

Agent's Signature: _____ Date: _____

STUDENT DECLARATION & CONSENT:

I, _____ (print student name), declare that I have appointed _____ (agent name), to act as my agent for my enrolment at the University of Adelaide. I consent to the University of Adelaide disclosing, to any previously nominated agent(s), that a new agent nomination request has been submitted.

Student Signature: _____ Date _____

FOR INTERNAL USE ONLY: Assessment and due diligence checks

Approve

Reject

Comments:	
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Regional Manager's Name	Signature	Date