

Xpert Solutions Agents Application Form



Company Details and Background
Company / Business Name:
Trading name (if different from Company name)
Company/ Business Registration Number (A.B.N):
Related entities: ☐ migration agents ☐ education providers ☐ marketing companies
Years Established:
Name of Director/ CEO:
Town and Country of Company/ Business Registration:
Business Address
Phone:
Email:
Website:
Please describe your business activities
Number of staff:
Number of international offices:
Locations of International Offices:
Director and Employee Details
Person 1
Name:
Position:
Qualifications and previous experience:
Membership of education agent professional bodies:
Migration agent registration (MARN) – if applicable

Xpert Solutions Agents Application Form



Person 2
Name:
Position:
Qualifications and previous experience:
Membership of education agent professional bodies:
Migration agent registration (MARN) – if applicable
Person 3
Name:
Position:
Qualifications and previous experience:
Membership of education agent professional bodies:
Potential Markets and Services to be Provided
What are your target markets? ☐ Offshore students. ☐ Onshore students further study ☐ Onshore students transferring providers
Do you provide migration advice or visa services? ☐ Yes ☐ No
Region of promotion:
Do you engage sub-agents or third-party recruiters? ☐ Yes ☐ No (please go to next question)
If yes: • List all sub-agents • Provide location and contact details • Describe how you monitor their compliance
Do you accept full responsibility for sub-agent conduct? ☐ Yes ☐ No

Xpert Solutions Agents Application Form



What marketing strategies will you use to promote our courses?

Please outline any support services that you offer prospective students.

Do you charge students any service or consultancy fees? ☐ Yes ☐ No

Agency Performance and Compliance

How many Australian education institutions are you currently representing?

How many students have you referred to Australian educational institutions in the past 2 years?

Please briefly outline how you and your organisation will fulfil your responsibilities as an education agent as required by the National Code 2018. Please attach additional information such as company flyers etc. if required.

Have you or any of your staff completed the Education Agents Training Course (EATC) available through www.pieronline.org?

☐ Yes ☐ No

If YES, please list who has completed the course.

Do you have a comprehensive understanding of the requirements of the ESOS Act and National Code?

☐ Yes ☐ No

Do you regularly monitor the Australian Department of Home Affairs (DHA) website (<https://www.homeaffairs.gov.au>)

☐ Yes ☐ No

Are you willing to comply with the requirements of Xpert Solutions regarding advertising, course materials and application procedures, and provide accurate information to students?

☐ Yes ☐ No

Are you prepared to use the marketing materials provided by Xpert Solutions to promote our courses?

☐ Yes ☐ No

Additional Information

Please provide any other information that you think will support your application.

References

Xpert Solutions Agents Application Form



Please provide details of at least 3 Australian educational institutes that we can contact for a reference.

Institution 1

Name of Institution

Contact Person

Position

Phone Number

Email Address

Dates when you worked with them

Institution 2

Name of Institution

Contact Person

Position

Phone Number

Email Address

Dates when you worked with them

Institution 3

Name of Institution

Contact Person

Position

Phone Number

Email Address

Dates when you worked with them

Declaration

In signing this agreement, you declare that

- ♦ You have read and understood the extract from the *ESOS Act 2000 (as amended by the Education Legislation Amendment (Integrity and Other Measures) Act 2025)* regarding the Obligations of Agent; understand obligations relating to education agents and education agent commissions
- ♦ The answers and details provided in this application are true, accurate and complete.
- ♦ Xpert Solutions is authorised to contact the referees listed to collect information about my conduct and services.
- ♦ You acknowledge and agree to the privacy statement provided below.

Privacy Statement: All information collected, used or disclosed by Xpert Solutions is confidential and is protected by the Privacy Act 1988 and other relevant legislation. Xpert Solutions policy is outlined in the Information Privacy Policy available from our website. Information about Agents or students may be made available to Commonwealth and State agencies if required to provide the information by law. education provider may monitor students outcomes linked to agent, assessing performance including visa success rates

Signature:

Date: / /

Printed Name:

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Please return this form along with supporting evidence to Xpert Solutions at the below email address.

xsmarketing@xpert.edu.au