



Agent Application Form

Name of agent and/or company		
Contact person / position		
Other contact person / position		
Company postal address		
Company street address		
Phone		
Email		
Second email		
Website		
How long has your company been operating and in which country/countries?		
How many offices do you have? Please give details.		
Do you have an official certificate of registration? (If yes, please attach a copy to the application form)	<input type="radio"/> Yes	<input type="radio"/> No
How did you hear about RELA?		
Have you recruited English Language students for New Zealand before? If yes, please name two schools you work with.	<input type="radio"/> Yes	<input type="radio"/> No
	1.	
	2.	
What is the average number of students you recruit yearly?	For New Zealand?	
	For other countries?	
List the top 3 countries your students come from	1.	
	2.	
	3.	
Do you have a local office or representative in New Zealand? (If yes, please give the name and address)		

Please give us the names and contact details of two schools/institutions we can contact as referees	Institute Name	
	Contact Person	
	Email	
	Institute Name	
	Contact Person	
	Email	

Have you read and understood the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021? (the code is available from the NZQA website: https://www.nzqa.govt.nz/provider-s-partners/tertiary-and-international-learners-code/)	<input type="radio"/> Yes	<input type="radio"/> No
As an agent of Rotorua English Language Academy, do you undertake to fulfil the obligations of educational agents required under the Code of Practice?	<input type="radio"/> Yes	<input type="radio"/> No
Have you read and understood RELA's conditions of enrolment and refund policy? (see https://rela.co.nz/enrolment/information/#Condition and https://rela.co.nz/enrolment/information/#Refund)	<input type="radio"/> Yes	<input type="radio"/> No