



Education Agent Reference Check

Instructions to applicants

Please type or use BLOCK LETTERS when completing this form. Return the completed form to:
 Mars Institute – 5/200, Turner Street, Port Melbourne, VIC 3207. Telephone: +61 3 9645 2259
 Email: info@mars.edu.au | Website: www.mars.edu.au

Date: _____

Referees Details

Referee Name: _____

Referee Institute: _____

Referee Email: _____

Referee Position: _____

Agency Details

Agent Contact Person Name: _____

Agency Name: _____

Market: _____

Email: _____

Could you please complete the following information?

1. How long have you had association with this company in terms or years? _____
2. How many students have enrolled through this agent in the past 12 months? _____
3. Have you had any Student Visa refusals through this agency? Yes No
4. Is this agent aware of and complies with the Australian International Education and Training Agent Code of Ethics? Yes No
5. What is the quality of the agent's paperwork and necessary documents? Poor Average Good Excellent
6. What has been the general quality of the applicants from this agent? Poor Average Good Excellent
7. Would you recommend this Agent? Yes No
8. Other comments/ relevant information

Thank you for your time.

Kind regards,
 Marketing Director
 Mars Institute

Office Use Only

(to be used when contact is made by MI Authorised staff member for doing reference of the agent either over the phone, email or direct contact with the referee)

Mars Institute Authorised Person Name: _____ **Contact Date and Time:** _____

Contact Method (tick as applicable): Phone Direct Contact Email

Additional Information:
