



CHANGE OF AGENT

Form must be completed in full — incomplete form will not be processed

Personal Details

Date: _____

This is to certify that (student name): _____

Student ID Number (if applied): _____

Date of birth: _____

Currently enrolled in (course name): _____

at Mars Institute is requesting to change his/her education/migration agent from

(name of current agent): _____

to (name of newly appointed agent): _____

The reason(s) to request this change is/are:

Evidence attached: Yes No

Declaration

- I declare that the information supplied by my self on this form is true and correct.
- I declare that all the documentation accompanying my application is true and correct.
- I declare that I have notified my previous agent about this change.
- I declare that I take full responsibility about any effect services based on this request with my previous and newly appointed agent.

Student Signature: _____ Date: _____

*This request will be only considered at the Offer Letter Stage. If the student has been issued with a CoE with Mars Institute, the change of agent will not proceed.

**Mars Institute reserves the right not to approve this request if the reasons provided are considered as unacceptable conduct on this agent's behalf.

***For any further information or clarification please contact info@mars.edu.au or contact us +61 3 9645 2259.

Office use only

Approved Not Approved

SMS Updated Departments Notified

Staff Signature: _____