

# Agent Application Form



To make an application to become a registered ELA agent, please complete the following form. Details can be filled in on-screen and emailed to the following email address: [marketing@ela.auckland.ac.nz](mailto:marketing@ela.auckland.ac.nz)

The form must be completed in English. Any details you provide will remain confidential. As part of the application process, you are also required to attach a business profile and marketing plan to show how your agency will market the ELA and New Zealand.

---

Agency name

Address (Head office)

Postal code

Telephone

Email

Website

Postal address (if different from main address)

---

## Main contact for all correspondence

Title

First name

Family name

Position

Email

Telephone

## **Additional contact for correspondence**

Title First name

Family name

Position

Email

Telephone

---

## **Company overview**

Which nationalities of students do you recruit?

When did you start operating?

Last year, how many students did you place in New Zealand educational institutions?

Which institutions in New Zealand or Australia do you work with?

Which media (eg. publications, social media, TV, ...) do you currently use for advertising and promotions?

How many counsellors do you employ?

Do you employ a counsellor that specialises in New Zealand?	Yes
	No

*(If yes, please provide their name and email address):*

Are you licensed by the government of your country? Yes  
No

Are you a licensed immigration adviser? Yes  
No

*(If yes, please provide your immigration adviser number):*

Business registration number

---

### **Bank details**

Bank name and branch

Bank address

Account name

Account number

SWIFT code

GST number (if based in New Zealand)

Preferred currency

---

**Business referees** *(these should be educational institutions, ideally based in New Zealand)*

#### **Referee 1**

Institution name

Contact name

Position

Email

Telephone

How long have you worked with this institution?

How many students did you send last year?

## Referee 2

Institution name

Contact name

Position

Email

Telephone

How long have you worked with this institution?

How many students did you send last year?

---

I have attached a business profile

Yes  
No

I have attached a marketing plan

Yes  
No

---

Thank you very much for taking the time to complete this application form in detail. We aim to make a decision on your agency's application as soon as possible, but please note that the application processing time will depend upon how quickly your business referees respond. If you have questions at any stage of the application process, please contact us at [marketing@ela.auckland.ac.nz](mailto:marketing@ela.auckland.ac.nz)