



# WAIKATO INSTITUTE OF EDUCATION AGENT APPLICATION FORM

## AGENCY DETAILS

Agency name: \_\_\_\_\_  
Main contact person: \_\_\_\_\_ Position: \_\_\_\_\_  
Physical address: \_\_\_\_\_  
Postal address (if different): \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
Website: \_\_\_\_\_ Facebook: \_\_\_\_\_

## PROFILE & OPERATION

What country is your Head Office based in? \_\_\_\_\_  
What countries do you recruit students from? \_\_\_\_\_  
What courses interest your students?  General English  English for Work  Holiday Programme  
 IELTS/OET Preparation  High School Preparation  English for Nursing  Other: \_\_\_\_\_  
Number of students your agency placed in New Zealand schools last year:  
 None  1-10  11-20  21-50  51-100  101-300  301+  
Please list two NZ schools you have placed students in (if none placed in New Zealand, then list two overseas schools):  
1. School name: \_\_\_\_\_ Contact person: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
2. School name: \_\_\_\_\_ Contact person: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## SIGNATURE

All agents of Waikato Institute of Education must comply with the New Zealand Code of Practice for the Pastoral Care of International Students. A copy of the Code can be viewed online: [www.minedu.govt.nz](http://www.minedu.govt.nz)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / \_\_\_

How did you hear about Waikato Institute of Education?

Internet search  Website  Email from WIE  Student  Newspaper  Other: \_\_\_\_\_

*Once you have completed this form please email it to [marketing@wie.ac.nz](mailto:marketing@wie.ac.nz) or fax to +647 838 2453.*

Waikato Institute of Education

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