

Application Form [Overseas Agent]

Please complete **all sections** of this form and return with your **supporting documentation** to:

**The Director - International Marketing, Goldsmith International Business School,
N107 (North Building), Westminster Business Square, 1 – 45 Durham Street, Vauxhall,
London SE11 5JH, England, United Kingdom**

1. Company or Business Name [including 'Trading As']:

2. Company or Business Number [if registered in the UK]:

3. Country, Regions, or Countries you will recruit students from:

4. Country, Regions, or Countries you currently have staff/office presence:

5. Name of signatory for Contracts:

6. Signatory's position within your organisation e.g. Managing Director:

7. Name to which commission payments will be made:

8. Registered address of your company or Business:

City:

Country:

Post Code:

9. Your Contact Details [the official contact details published to the public]:

Primary Phone No. [Incl. Country and Area code]:

Secondary Phone No. [Incl. Country and Area code]:

Facsimile No. [Incl. Country and Area code]:

Primary Email Address:

Secondary Email Address:

Company or Business Home Page/Website:

Primary Contact Person [Incl. Mr, Ms, Dr., etc]:

Direct Phone Number [Incl. Country and Area code]:

Contact Person's Email Address:

10. Contact Details [for contact between Goldsmith IBS and our Agent Only]:

Name of Marketing Director/Principal:

Direct Phone No. [Incl. Country and Area code]:

Direct Mobile Phone No. [Incl. Country and Area code]:

Direct Email:

Name of Educational Adviser:

Direct Phone No. [Incl. Country and Area code]:

Direct Mobile Phone No. [Incl. Country and Area code]:

Direct Email:

Does your company/business have more than one office/branch? Please supply contact details for all other offices.

(If you require more space, please copy this page as necessary and attach to your application)

Registered address of your Company or Business:

City:

Country:

Post Code:

Correspondence address [if different to above]:

City:

Country:

Post Code:

Please Insert 'N/A' if Not Applicable.

Primary Phone No. [Incl. Country and Area code]:

Secondary Phone No. [Incl. Country and Area code]:

Facsimile No. [Incl. Country and Area code]:

Primary Email Address:

Secondary Email Address:

Company or Business Home Page/Website:

Primary Contact Person [Incl. Mr, Ms, Dr., etc]:

Direct Phone Number [Incl. Country and Area code]:

Contact Person's Email Address:

Application Checklist:

I provide the following information in support of this application:

- Names and contact details of referees, including at least one [1] UK Tier 4 Institution
- A list of institutions currently represented by my organisation
- A list of student numbers my organisation currently recruits each year for UK Institutions
- An explanation of my understanding of an agent's responsibilities to Goldsmith IBS
- An explanation of my understanding of an agent's responsibilities to the students
- A detailed organisational profile including assets owned and all business names used
- Curricula vitae of principals and staff detailing educational and professional backgrounds
- Certified copies of registration papers/licenses in your country of operation
- Certified copy of a photo identity of the Principal Officer e.g. a National ID Card *

* This applies to **non-companies** only.

Undertaking:

I affirm that I will be willing to have my premises inspected and my staff interviewed by Goldsmith International Business School's representatives as part of the process of assessing my organisation's suitability to become an agent for the Business School.

<p>Signature of Authorised Official:</p>	<p>Date of Application:</p>
<p>Stamp of Organisation or Company:</p>	