

**EXPRESSION OF INTEREST TO BECOME AN AGENT
FOR EPSOM GIRLS GRAMMAR SCHOOL**

Thank you for your enquiry regarding the possibility of becoming an agent for Epsom Girls Grammar School.

Before proceeding any further we would be grateful if you could provide us with the following information:

Name of your company	
Website	
Contact person [s]	
Full postal address	Full Physical Address
Email	
Phone Number	
How did you hear about Epsom Girls Grammar School?	
Have you dealt with New Zealand secondary schools before?	
Please provide the names and contact people for two other New Zealand secondary schools you have represented.	1. Institution: Name: Email: 2. Institution: Name: Email:
What is the size of your business? (i.e. How many students do you deal with each year?)	
Please provide some background information on your company	
If you are based overseas, do you have a representative in New Zealand?	
What country/ies do you recruit students from?	
What types of programmes do you promote? (tertiary, secondary, language, groups, summer school. . .)	
What support do you provide for the students once they are in New Zealand?	

We also require you to please provide us with your company profile, Certificate of Incorporation and complete the Education NZ agent's training. <http://enz.govt.nz/agents/ENZ-trained-agents>

Declaration: I have obtained a copy of the ***Code of Practice for the Pastoral Care of International Students*** and have read and understood it.

Signature..... Date

<http://www.nzqa.govt.nz/assets/Providers-and-partners/Code-of-Practice-NZQA.pdf>