

## GCA Agency Application

### Incorporating UBSS and all its campuses.

To apply to become a recognised Group Colleges Australia education agent, please complete the following form. Email complete applications to:

[info@gca.edu.au](mailto:info@gca.edu.au)

Please include all the documents listed below to support your application:

- Business registration
- Company profile
- Qualified Education Agent Counsellor certification (QEAC) (if based onshore)
- Details of professional membership bodies such as IEAA

All GCA agents are carefully assessed to ensure that only reputable and experienced agents can represent our institution. GCA accredited agents are subject to regular controls for integrity and agent performance is continually monitored and reviewed.

GCA accredited agents will have access to our Student Management System (myGCA) where they will be able to submit student applications online, generate Offer Letters instantly, track commissions and much more.



Independent MBA Business School



\* indicates a required field

### ***Business information***

Business name *	
Mailing/Visiting Address *	
Town/City *	
State/County *	
Post/Zip code *	
Country *	
Email Address*	
Web Site (if applicable)	

### ***Contact information***

Name of owner / Director*	
Title *	
First name *	
Family name *	
Position/job title *	
Email *	
Telephone *	

### ***Main contact for all correspondence - if different from above***

Title	
First name	
Family name	
Position/job title	
Email	
Telephone	

### ***Business Background***

When did your business start operating/ *	
What kind of services do you provide to the students?*	
How many students did your agency recruited last year? *	
What country are most of the students coming from?*	
Is your business licensed by the government of your country? *	Yes No
If yes, provide registration number	
Please supply ABN/ACN numbers (onshore agents only) *	
Is your agency registered for GST? (onshore agents only) *	Yes No
Does your business hold any relevant certification (e.g. QUEAC, MARA, etc)	

### ***Please list offshore offices or agents: (if applicable)***

Agency Name:	
Address:	
Agency Name:	
Address:	
Are you familiar with the courses offered by Group Colleges?*	
What other promotional activities do you undertake relating to overseas education? Please supply examples/details:	

### ***How did you learn about Group Colleges Australia (GCA)?***

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## **Referees**

Please indicate two referees we can contact from Australian educational institutions you are currently representing.

Name of first referee*	
Institution Represented*	
Address*:	
Phone*:	
Email*:	
Name of second referee*:	
Institution Represented*:	
Address*:	
Phone*:	
Email*:	

### **GCA Group Colleges Australia**

Level 10, 233 Castlereagh Street, Sydney, NSW 2000

Australia

**Tel:** +61 1300 422 422

**Web:** [www.gca.edu.au](http://www.gca.edu.au) **Email:** [info@gca.edu.au](mailto:info@gca.edu.au)

ABN 11 085 429 732

CRICOS Provider Code 02571D

### **GCA Admissions Centre**

Suite 1305 / Level 13, 99 Bathurst St Sydney NSW 2000

Australia

**Tel:** +61 2 9261 4161

**Web:** [www.gca.com.au](http://www.gca.com.au)

**Email:** [info@gca.edu.au](mailto:info@gca.edu.au)

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