



Agent Application Form

Please complete the application below. Use all the space you need for each question to provide as much information as possible.

Company Details	
Company Name	
Company Address	
Phone	
Email	
Web	
Skype	
Principal Officer	
Name	
Position	
Phone	
Email	
Contact Officer	
Name	
Position	
Phone	
Email	
Company Background	
Please provide your business registration no, registering country and authority	
Please provide a business profile	
Please list your company's key business activities.	
How many years has your company been an education agent?	
How many staff is employed by your company?	
Number of Offices (locations).	
Does your company work with sub-agencies? If yes, please provide more details	

Does your company have any association with local authorities/governments? If yes, please provide more details	
Have you completed AIRC certification process? If yes, were you certified?	
How did you know about Montana State University-Bozeman?	
Have you ever sent any students to study in the state of Montana?	
Marketing	
Please indicate the geographical territory or territories you service (city, state, province, country, etc.)	
Please provide a description of your target market, market trends and demands.	
Please provide a brief proposal for the promotion and marketing of Montana State University.	
Performance	
Please indicate the number of students your company sent abroad last year?	
How many students did you place in the US last year?	
How many to other countries last year? Which countries?	
Please indicate the distribution of students by level of study.	<i>English as a Second Language</i> <i>Undergraduates</i> <i>Freshman</i> <i>Transfer</i> <i>Graduate Students</i> <i>Masters</i> <i>PhD</i>

Please propose the number of students you plan to send to Montana State University over the next one (01) academic year.	
Service Fees & Charges	
Please list the specific services you provide for students at your agency.	
Do you charge students for your services? If yes, what is your fee?	
References	
Educational Reference 1	
Name	
Position	
Organisation	
Address	
Phone	
Email	
Educational Reference 2	
Name	
Position	
Organisation	
Address	
Phone	
Email	
Educational Reference 3	
Name	
Position	
Organization	
Address	
Phone	
Email	

Signed: _____

Name: _____ Date: _____

Organization: _____ Position: _____