



CHANGE OF AGENT FORM

(This form to be filled by the student when requesting change of Educational Agent)

Student Name			
Student ID			
Current Agent / Company Name			
New Agent Company Name			
Agent Contact Person:		New Agent Contact Number	
Agent Contract Signed:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Marketing Manager informed Admin of the Change	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Previous agent's pending invoices cleared	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date the agent engagement ceases for the student	____/____/____
<i>I, hereby confirm that my previous agent has been informed that I no longer need their services as an Education agent.</i>			

Student Signature		Date	
-------------------	--	------	--

For Office Use Only			
Marketing Manager Name			
Signature		Date	