

# International Agent Application Form



- Please complete the information below, attach a copy of the valid Business Registration License/Permit with the form, and return to: [International@coastmountaincollege.ca](mailto:International@coastmountaincollege.ca)
- Adress: 5331 McConnell Avenue, Terrace, BC Canada V8G 5V1
- Fax: +1 250-638-5432
- Telephone: +1 250-635-6511

Agent Profile			
Company/Organization Name <small>Note: Full name matches official business registration is required</small>			
Full Address			
City			
State/Prov/Pref			
Country			
Postal Code			
Company Phone Number <small>Note: Add country and area code</small>			
Fax			
Headquarter/Main office address <small>If applicable</small>			
Company Website			
Social Media Channel(s) <small>i.e. Facebook, Instagram, YouTube etc</small>			
Primary Contact			
First Name		Last Name	
Position in the company			
email address			
Alternative contact platforms <small>i.e. WhatsApp, Line, Viber, Telegram etc</small>			

# International Agent Application Form



- Please fill out the agent questions below.

## Agent Questions

- 1. Specify the country/countries your organization will be potentially recruiting for CMTN.  
*Note: Please indicate the countries from which your organization can confidently recruit or has established recruitment capabilities. We have exclusive partnerships with in-country recruitment organizations in selected countries. Recruitment from these specific regions/countries may impact the commission process and structure.*

- 2. Total number of offices and locations of agency (if applicable):

- 3. How long has your company been operating for overseas educational institutions?

 Years  Month

- 4. How many of your staff are directly involved in counseling/advising students?

- 5. Have you or any of your staff received any education in Canada? If yes, please provide the details regarding the institution attended, duration of study, and the type of education pursued.

- 6. Which nationalities or countries do you primarily focus on for recruitment purposes?  
*Note: Only provide the major student populations.*

- 7. How many students did you send overseas last year? Please specify the percentage of students and the countries you sent them to.

Country	<input type="text"/>	<input type="text"/>	%
Country	<input type="text"/>	<input type="text"/>	%
Country	<input type="text"/>	<input type="text"/>	%
Country	<input type="text"/>	<input type="text"/>	%
Country	<input type="text"/>	<input type="text"/>	%

## Agent Questions

8. What programs did you send your students to? Specify the percentage of students in each level of education.

K-12	<input type="text"/>	%
Language School (ESL), Upgrading	<input type="text"/>	%
Vocational/Trades	<input type="text"/>	%
Diploma/Certificate	<input type="text"/>	%
Undergraduate	<input type="text"/>	%
Post-graduate	<input type="text"/>	%

9. Provide a list of the schools or institutions you currently have contracts with.

Note: Indicate if the schools or institutions are public or private sector.

Schools or Institutions in Canada

Universities or Colleges in other countries

- 10-1. Do you provide the following services to applicants:

- Counseling services
- Program and school selection and application
- Collecting all necessary documents and payments
- Language training (if applicable)
- Study permit and VISA (if applicable) application. If so, what is the success rate?
- Pre-departure briefing
- Accommodation
- Post Arrival Services.
- Others. Please specify:

- 10-2. Do you charge applicants a fee for the services listed above? If so, please provide full information as to how much the fee is and what services are covered.

## Agent Questions

■ 11. Do you provide the following services to institutions in Canada for whom you recruit students?

- Placing advertisements in the local media
- Attending local education fairs
- Setting up seminars/presentations
- Being interpreters on promotional activities
- One-on-one consulting sessions
- School visits
- Other. Please specify:

■ 12. What are the main program areas that your students are primarily interested in?

■ 13. How did you hear about Coast Mountain College?

■ 14. Do you use social media for marketing purposes? If so, which platform?

*Note: Please provide an example of a post.*

■ 15. Please list the support services you will require from Coast Mountain College.

# International Agent Application Form

## References: Schools or Institutions

- Provide contact information for two references from the partnered institutions, to be used for a reference check (preferably in Canada).

Name of school or institution	
Contact Person and Position	
Telephone (country and area code)	
Email Address	
Location (city & country)	

Name of school or institution	
Contact Person and Position	
Telephone (country and area code)	
Email Address	
Location (city & country)	

## Declaration

- I confirm that the information on the form is complete and accurate and that all essential information has been included. I agree that Coast Mountain College can process my information for my application and internal market research.

Signed \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Please attach other promotion material, business card and/or brochures that you use to promote your services.