



BRISBANE ADVENTIST COLLEGE

CRICOS Provider No. 00969J



BRISBANE ADVENTIST COLLEGE
INTERNATIONAL STUDENTS

Education Agent Policy

Education agents are engaged to formally represent Brisbane Adventist College under the following conditions:

- The education agent agrees to comply with the requirements of Standard 4 in the 2018 National Code including:
 - Declaring in writing and taking reasonable steps to avoid conflicts of interests with any duties as an education agent representing Brisbane Adventist College (St 4.3.1)
 - Observing appropriate levels of confidentiality and transparency in dealings with overseas students or intending overseas students (St 4.3.2)
 - Acting honestly and in good faith, and in the best interests of the student (St 4.3.3)
 - Having appropriate knowledge and understanding of the international education system in Australia, including the [Australian International Education and Training Agent Code of Ethics](#) (St 4.3.4)
- The education agent signs and abides by the conditions of the College's written agent agreement.
- The education agent responds appropriately to College monitoring activities and corrective and preventative actions, and understands the grounds for termination of agreement as outlined in Standard 4.4 of the 2018 National Code.
- The education agent actively promotes the services and facilities provided by the College and uses up to date marketing materials as supplied by the College

Brisbane Adventist College will not accept a student from an education agent if it is known or suspected at any time that the agent:

- Engages in or has previously engaged in dishonest practices.
- Deliberately attempts to recruit a student within the first six months of that student's study in their first registered school sector course with another provider;
- Facilitates the enrolment of a student he/she believes will not comply with visa conditions, or is not a bona fide student, or
- Provides immigration advice where he/she is not authorised to do so under the Migration Act 1958.

Brisbane Adventist College may receive a student enrolment application from an education agent on behalf of the parent. As the education agent has not been engaged by the College to formally recruit students on the College's behalf, such an agent would fall outside the scope of NC St 4.

A list of education agents with whom the College has a formal written agreement are listed on the home page of Brisbane Adventist College's website and is readily available to students and regulators.

Brisbane Adventist College enters and keeps up to date details about education agents with whom the College has a formal written agreement in PRISMS.

Information provided about the education agents includes at a minimum:

Seventh-day Adventist Schools (South Queensland) Limited. ABN 50 102 933 148 CAN 102 933 148 CRICOS Provider No. 00969J

303A Broadwater Rd Mansfield 4122 Phone: 07 3347 6444 Fax: 07 3347 6475 Email: info@bac.qld.edu.au www.bac.qld.edu.au



BRISBANE ADVENTIST COLLEGE

CRICOS Provider No. 00969J



BRISBANE ADVENTIST COLLEGE
INTERNATIONAL STUDENTS

- Agency name
- Name of Principal Agent
- Legal entity of agency
- Street address(es) of agency
- Business email
- Phone number