

# CHANGE OF AGENT REQUEST FORM



**NOTE: MIBT Indonesia can only accept transfers to your proposed agent where MIBT Indonesia has an existing agreement with that agent.**

By completing this form I understand that I am requesting a change of agent for providing educational counselling in regards to my course of study and enrolment at MIBT Indonesia and my future studies.

Once completed, a signed copy of this form must be submitted to MIBT Indonesia.

<b>Full Name:</b>	
<b>Date of Birth:</b>	
<b>Student ID:</b>	
<b>Course Applied for/Enrolled in:</b>	
<b>Your <u>Current</u> Agent (if applicable):</b>	
<b>Address of Your Current Agent:</b>	
<b>Your <u>Proposed</u> Agent:</b>	
<b>Address of Your Proposed Agent:</b>	
<b>Reason(s) for change of Agent:</b>	

Subject to the approval of MIBT Indonesia, I am aware that on receipt of the completed form my current agent will be changed in the student database to my proposed agent. All future correspondence, including Academic Transcripts, will be sent to my proposed agent. Any future commission payment due in relation to my enrolment will be paid to my proposed agent.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Office Use Only

First agent notified in writing of change. Staff member: \_\_\_\_\_ Date: \_\_\_\_\_

By: email/fax/other \_\_\_\_\_