



Change of Education Agent Request Form

Instructions: - This form must be fully completed and submitted to proceed with your request for a change of your current education agent who has registered with Aura Education. - The completed request must be emailed to admission@aura.edu.au. - Alternatively, you may submit it in person at the Aura Education reception desk.	
Full Name:	
Student ID No:	
Current Postal Address:	
Mobile Number:	
Most Approachable Email Address:	
Details of Current Agent	
Name:	
Business Name:	
Branch:	
Office Address:	
Contact Number:	
Email:	
Have you informed or discussed your intention to change their service with the agent?	☐ Yes ☐ No
Reason for the change request: <i>(Explain with full details)</i>	
Details of New Agent	
Name:	
Business Name:	
Branch:	
Office Address:	
Contact Number:	
Email:	

Declaration		
▪ I consent to ATCWA disclosing this request to my current agent and to proceeding with this application. ▪ I confirm that I have informed my current Agent of my intention to change to a new Agent. ▪ I am aware that if my application is approved, ATCWA will inform me, my current agent and the new agent of the change. ▪ I understand that if I have already paid my fees, in whole or in part, and have received a Confirmation of Enrolment (CoE) for my current course of study, no change of agent will apply to that course of study. ▪ My preferred new agent must be one of the ATCWA's registered agents.		
Signature:		
Date:		

Office Use Only			
Date: Student Records Updated:		Date Request Received:	
Date Student Notified:			
Date Agents Notified:			