



Educational Institutions Membership Application Form

Name of Institution:

Name of Contact:

Address:

Country:

Post/Zip Code:

Tel No.:

Fax No.:

E-mail Address:

Website Address:

Please Answer the following questions:-

1. Do you have international students attending your institution?

Yes (...)

No (...)

If yes please indicate approx. numbers by country

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2. How do you market your institution? (Please tick applicable)

(...) Local advertising

(...) Exhibitions

(...) International recruitment magazines

(...) OTHER – Please indicate

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3. Do you employ agents to counsel and recruit students?

Yes (...)

No (...)

4. Which countries do you have agents operating?

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5. Are your agents allowed to

(...) **Take deposits on your behalf**

(...) **Charge students for their services**

(...) **Issue offer letters on your behalf (if yes please state any conditions)**

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6. Which countries would you like to increase recruitment of international students?

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7. Are there any countries that you need more high quality professional ethical agents?

Yes (...)

No (...)

If yes please indicate which countries

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8. Would you like to establish any international partnerships with other universities or colleges?

Yes (...)

No (...)

If yes please indicate the type of partnership

- (...) Student exchange
- (...) Staff exchange
- (...) Research
- (...) Undergraduate Articulation
- (...) Post Graduate Articulation
- (...) Franchise

9. Do you provide a meet and greet service for students?

Yes (...)

No (...)

If yes do you charge for this service?

Yes (...)

No (...)

10. What other support do you provide particularly for international students?
e.g. - on going English Language

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11. What are your language requirements for your programs?

- Diploma
- Advanced Diploma
- Undergraduate
- Post Graduate

12. Do you provide career guidance and counselling?

Yes (...)

No (...)

If yes is this given by dedicated careers staff or by their tutor?

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13. Do you provide any induction programme for your international students to help them adapt to a new culture and new environment?

Yes (...)

No (...)

If yes please give a brief outline of programme

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14. Please indicate any recreational activities and facilities that you provide for your students

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15. Please indicate where you heard about QISAN

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Membership Fee (Please Tick)

- | | |
|------------------------------------|--------------------|
| (...) 1 Year Database subscription | £500 (per annum) |
| (...) 1 Year Membership | £1,000 (per annum) |

Note:

1. You will be notified of the result of your application within 3 weeks of receipt.
2. If your application has been successful you will be invoiced for your membership fees as indicated.
3. On receipt of payment you will receive:
 - Membership Certificate
 - Details of Logo/Kite mark for your use
 - Database of Educational Agents Worldwide

Your details will be sent to all accredited QISAN agents in the countries relevant to your institution and to all relevant VISA offices stating you are a member of QISAN and have satisfied all criteria for membership on grounds of quality, professional and ethical counselling to students and offer appropriate support for international students within your institution.

4. You will be notified through the website and e-mail, of other membership benefits, newsletters, conferences, training programmes, availability of Corporate gifts, Production of marketing material, Exhibition Banners, Meet the agent exhibitions as and when they become available.

**Please fax completed Application Form for the attention of
Mr M Dimmock to +44 (0)1740 630 329**