



LONDON  
metropolitan  
university

For London Met Office Use Only:				
Decision:	Yes / No ELS	Yes / No ELS/IO	Decision by (initial):	Date

Prospective agents: Please complete the form below as clearly and completely as possible, and return this to the ELS Department (contact details on page 2). We will confirm receipt of all applications and will notify you of our decision.

### AGENT APPLICATION FORM

YOUR COMPANY	
Name:	
Address/es:	
Tel:	Fax:
Email:	Website: www.
Please describe your business (e.g number of staff, premises, facilities etc.):	
Date established:	
Name of contact person:	
Name of legal representative:	
Have you taken the British Council agent training programme? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, where & when?	
Please list the names of current UK partner institutions:	
We require a UK reference (e.g. UK partner institution or British Council Office). Please provide:- Name of referee: Contact details (tel. no/ email): Name of institution:	
Are you currently contracted with London Met's International Office? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state the name of your International Officer:	

**YOUR CLIENTS**

Which countries/nationalities do you represent?

Please tick the age groups you represent the most (tick one only)

18 – 24 years       25 – 30 years       31 years & above

What services do you offer your students?

Do you charge for your services?      NO / YES      If yes, please elaborate:

What number of students do you send to the UK on English courses each year?

Which most represents the highest qualification your clients tend to have?

High school/Secondary School       College       Undergraduate       Postgraduate

Why do your clients wish to study English?

To pursue a degree in the UK       For personal development  
 For professional development       Other reasons \_\_\_\_\_

What level of English do your clients have?

Elementary       Upper Intermediate  
 Pre-intermediate       Advanced  
 Intermediate

**OUR COURSES**

What length of course are your clients **most** interested in? (Please tick one only.)

1 - 3 months       4 - 6 months       7 months or more

Please tick the courses which your clients would be most interested in:  
(Please refer to [www.londonmet.ac.uk/els](http://www.londonmet.ac.uk/els) for course descriptions.)

**General English courses**

General English Programme  
 General English + IELTS Preparation  
 General English + Business Comm.

**Business English courses**

Summer Business English  
 Business Communication  
 General English + Business Comm.

**Academic English courses**

English Programme (Pre-Sessional 1-9 months)

**Other courses**

Refresher Course for International Teachers of English  
 Tailored made courses for groups

**IELTS Preparation courses**

Part-time IELTS Preparation  
 General English + IELTS Preparation

**ADDITIONAL INFORMATION**

**Thank you for taking the time to complete this form. You are welcome to submit any supporting documents which you may feel relevant to your application (i.e. company brochure etc.)**

Please return this to:

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