



Change of Agent Request Form

Please complete this form and email to marketing@hic.edu.au

STUDENT DETAILS

Student Name: _____

Student ID: _____

Current Course: _____

AGENT DETAILS

Current Agent Company Name:

Branch and Agent Representative Name:

Have you informed your agent about the change and have they agreed with the change?

Yes [☐] No [☐]

If yes, when and how did you inform your agent?

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Please explain your reasons on why you would like to change your agent:

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NEW AGENT DETAILS

Agent Company Name:

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Branch and Agent Representative Name:

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Email Address:

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Work Phone:

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DECLARATION

-I certify that I have notified my current agent of my request to change to a new agent. If approved, HIC will inform me, my current agent, and new agent of the change.

-My preferred new agent must be one of HIC's Registered Agents.

Applicant's Signature: Date (DD/MM/YY):

OFFICE USE ONLY		
	Name and Signature	Date
Date received		
Approved by		
Confirmation Email		
Update student's agent		
Scanned & saved to Ax		