

Agency Name:  
 Business License / Registration Number:  
 Agency Address (head office):  
 Agency Address (branches):  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_  
 Agency Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Brief agency history (when and where it was founded, how it developed) and what sets you apart from others:

Number of full-time employees: \_\_\_\_\_ Do you charge students fees for your services? YES NO  
 Please list the services you provide to students:

Top 3 countries your students come from: \_\_\_\_\_ Top 3 countries your students go to: \_\_\_\_\_  
 1. \_\_\_\_\_ 1. \_\_\_\_\_ Number of students who  
 2. \_\_\_\_\_ 2. \_\_\_\_\_ you sent abroad in the last  
 3. \_\_\_\_\_ 3. \_\_\_\_\_ 12 months:  
 Number of students who you sent to Canada in the last 12 months: \_\_\_\_\_ Number of students you estimate to send to  
 Number of students who you sent to Vancouver the last 12 months: \_\_\_\_\_ Alexander Academy in the next 12 months

Marketing and Recruitment Activities your agency uses (mark ones that apply):  
 Education Fairs  TV or Radio Ads  Web-Marketing  Catalogues  Other (specify):  
 Print Ads  Outdoor Ads  Seminars  Referrals

Most of your students are interested in the following education programs (mark ones that apply):  
 ESL Schools High School College Graduate Other (specify):  
 Pathway Programs Vocational Undergraduate

How did you learn about Alexander Academy? Referral Internet Other:

Please list two references from a high school which you represent (preferably from Canada):

School or district: \_\_\_\_\_ School or district: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Email: \_\_\_\_\_ Email: \_\_\_\_\_  
 Phone number: \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_