

Part I. Information about the Agent	
1. The Agency	
1.1. Company/Agency Official Name:	
1.2. Owner/CEO/President First Name:	1.3. Last Name:
1.4. Email Address:	1.5. Phone Number:
2. Point of Contact/US Client Manager	
2.1. First Name:	2.2. Last Name:
2.3. Title:	
2.4. Email Address:	2.5. Phone Number:
3. Headquarter	
3.1. Office Phone Number:	3.2. Country:
3.3. Street Address:	
3.4. City:	3.5. State:
3.6. Postal Code:	3.7. Website:
4. Branch Office(s)	
4.1. Please provide addresses all of your branch office(s), including country(ies) below.	

Part II. General Questions
5. How long have you been in business as an education agency?
6. If your company is involved with any other businesses, please describe below briefly.
7. What is the organization structure of your company?
8. How many staff/counselors do you have?
9. How many of these are focused on the U.S. market?
10. Please describe your marketing and recruitment strategy.
11. What is your market scope (cities/countries)?
12. Are you a member of any regional, national, or international professional organizations (e.g., ICEF)? <input type="checkbox"/> Yes, <input type="checkbox"/> No. If yes, please list the name(s) of the organization(s):
13. Is your agency a member of the American International Recruitment Council (AIRC)? <input type="checkbox"/> Yes, <input type="checkbox"/> No.
14. If your agency is certified by AIRC, provide the date you first receive the certification:
15. Which services do you provide to students/families?

<input type="checkbox"/> Student counseling/advising, <input type="checkbox"/> English testing, <input type="checkbox"/> Visa application/guidance, <input type="checkbox"/> Pre-departure briefing, <input type="checkbox"/> Other. If Other, please provide the information.	
16. How many students did you send abroad last year?	
17. Of these, how many were sent to the United States?	
18. How many students do you expect to send to Texas A&M University – Kingsville annually?	
19. Typically, what is the percentage breakdown of undergraduate and graduate students you send abroad each year?	
20. How many U.S. institutions are you contracted with?	
21. Please email a copy of your business license to Peter.Li@tamuk.edu. If you have any client surveys, student satisfaction data or agency brochures, you may also share with us.	
Part III. References	
22. Contact one institution	
22.1. Name institution:	
22.2. Contact first and last name:	
22.3. Contact email address:	22.4. Contact phone number:
23. Contact two institution	
23.1. Name institution:	
23.2. Contact first and last name:	
23.3. Contact email address:	23.4. Contact phone number:
24. Contact three institution	
24.1. Name institution:	24.2.
24.3. Contact first and last name:	
24.4. Contact email address:	24.5. Contact phone number:
Part IV. Name and Date	
Your Name:	Your Title:
Your Email Address:	Today's Date: