



Department of
**Jobs, Tourism, Science
and Innovation**

International Education Agent Incentive Scheme 2022-23

Guidelines

Addendum 2 – 7 March 2023



1. Addendum 2 – 7 March 2023

Applicants are advised of the following Addendum to the Agent Incentive Scheme (the Scheme) Guidelines.

This Addendum is reflected in the updated guidelines, 'International Education Agent Incentive Scheme Guidelines – Updated 7 March 2023'

1.1. Unique Student Identifier (USI) number

As per section '7. Enrolment Criteria required for commission payment' of the Guidelines, applicants to the scheme have been informed for each enrolment type:

"The student is able to provide their Unique Student Identifier (USI) number".

The following provides clarity on Unique Student Identifier (USI) numbers and offers an alternative way of providing unique identifiers for students:

- The student must agree to provide their USI number to their educational institution to be passed on to the Department for the purposes of this Scheme.
- If students do not have USI numbers, they consent to providing their unique passport number as an alternative identifier to their educational institution to be passed on to the Department for the purposes of this Scheme.
- An enrolment will be deemed eligible if either the USI number or passport number is provided, provided all other criteria have been met.



1.2. Higher Education Enrolments - Clarification

As per Section '7. Enrolment Criteria required for commission payment, 7.2 Higher Education Enrolments' of the Guidelines, applicants to the scheme have been informed:

"Note: non-award or non-accredited courses are excluded from the Scheme."

The following provides clarity on other Higher Education Enrolments eligible in the Scheme:

- Note: non-award or non-accredited courses are excluded from the Scheme except for pathway enrolments such as foundation studies, postgraduate preparation programs and study abroad programs.

1.3. Key Dates and Times

As per section 6: "Key Dates and Times", the following amendment has been made to Batch dates:

| Evidence of enrolments submitted to the Department by the following dates: | Enrolment Verification Template Example |
|--|---|
| Batch 1 | Friday 30 December 2022 (5pm) |
| Batch 2 | Friday 21 April 2023 (5pm) |
| Batch 3 | Friday 30 June 2023 (5pm) |

Note: the Guidelines are to be read cognisant of all clarifications provided in this addendum