



Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

AGENT AUTHORISATION FORM

STUDENT DETAILS

Family name _____

TCD REF ID

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Given name _____

Course Applied to _____

Date of birth _____

Phone no. _____

Email address _____

NEW APPLICATION- AGENT AUTHORISATION

Name of Agency _____

Branch Location _____

Email Address _____

Phone No. _____

Student's Signature: _____

Date: _____

ADDING OR CHANGING AGENT REPRESENTATIVE

1. ADD AN AGENT REPRESENTATIVE REQUEST

- I applied directly to Trinity College Dublin. I am now seeking to appoint an agent representative.

Name of Agency _____

Branch Location _____

Email Address _____

Phone _____

Please select the level of service(s) provided by your agent representative

1. RECEIVING AN OFFER	2. ACCEPTANCE OF OFFER	3. VISA APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Agent's Signature: _____

Date: _____



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2. CHANGE OF AGENT REPRESENTATIVE REQUEST

- I want to remove my previous agent representative and appoint a new agent representative

What is the reason for seeking a change of agent representative or removing an agent representative? Please select one:

- ☐ Agent representative provided incorrect or misleading information.
- ☐ Agent representative is not responsive to my requests.
- ☐ Other (Please explain):

PREVIOUS AGENT REPRESENTATIVE INFORMATION

Name of Previous Agency

Branch Location

Email Address

Phone

NEW AGENT REPRESENTATIVE INFORMATION

Name of New Agency

Branch Location

Email Address

Phone

Please select the level of service(s) provided by your new agent representative

1. APPLICATION SUBMISSION	2. RECEIVING AN OFFER	3. ACCEPTANCE OF OFFER	4. VISA APPLICATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

New Agent's Signature:

 Date:



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3. Declaration

Student's Declaration

- I hereby certify that the information I have provided on this application form is correct and complete.
- I hereby certify that I have contacted my previous agent to notify them that I am now seeking representation by my new agent.
- I understand that this form replaces any previous advice I have provided regarding representation of my Trinity College Dublin application.

Student's Signature: _____

Date: _____

*You must lodge the completed form, by email to nilanjana.shihn@tcd.ie

THIS FORM IS NOT AN APPLICATION FOR ADMISSION

Who Should use this form?

- If you are engaging the services of an agent after you have already applied, you should use this form.
- If you are changing from one Trinity agent to another during the application process, you should use this form.

Who should not use this form?

- If you have notified us on your application that you are using an agent, you should not use this form