**APPOINTMENT OF AN AGENT**

**This form must be completed if an agent is appointed after an application has been submitted. The University requests that the Agency checks ALL documents submitted with the application even if an offer is made.**

**Student Details**

Swansea University Student ID (only available if applications is submitted already):………………………..

Student full name:

Date of Birth:

Contact email used in application:

Phone number:

Home address:

Confirmation (tick which is appropriate)

* I am appointing an agent because it is required by the University
* I am appointing an agent because I need help with my current application
* I am changing agents (please confirm current agent so we can then remove them from your application)

Agent Details

Agency Name

Address

Phone number

Email

Web address

Counsellor handing application (leave blank if not applicable)

We, the agency [insert agency name] confirm that we are now assisting the student with their application from here on in AND we have checked all documents already submitted by the student, where applicable.

Signed/Official Stamp of Agency:

Student Signature: