



SAN YU ADVENTIST SCHOOL

Agent Reference Form

**PRIVATE &
CONFIDENTIAL**

Name of Referring Institution: Note: Referring school must be an EduTrust Education Institution.	
Address of Referring Institution:	
Contact Number(s):	
Email Address(s):	
Reference on: (Agent Company)	

Please tick (✓) your rating of the agent company in the following categories:

Criteria	Strongly Negative	Slightly Negative	Neutral	Slightly Positive	Strongly Positive
Agent company is readily available in school to assist students with registration procedures					
Professional in his/her approach with staff (eg. Friendly, patient, good administrative skills, communicative)					
Ability to work as a team					
Initiative & resourcefulness in helping both the school and the students					
English Language Proficiency					
Shows integrity in his/her approach towards your school education system/process such as adhering to the process set by the school					

1. How long has the agent company been working with your institution?

2. List at least one reason why your institution is still in working relationship with the agent company.

3. List at least one area you would like to see change from the agent company

4. Would you recommend the agent company to San Yu Adventist School for student recruitment? (please tick)

Yes No

DECLARATION

I, the duly authorized representative of the aforementioned referring institution, hereby declare that all the information given in this form is accurate and true, and SYAS reserves the right to reject or void the reference form should falsehood/inaccuracies be discovered in this form.

Full Name & Signature:

Date:

Designation:

Company Stamp:
