

Request for Representation Form

[NOTE TO STUDENTS: Please read this form carefully before completing and signing it.]

I would like to be represented in the admissions process by [**AGENT NAME HERE*]. Please can you inform them of any updates to my application status and keep them informed of any progress. I am aware of the [Data Protection Act](#) in the UK and I hereby give permission to the University to pass on any information regarding my application or documents to [**AGENT NAME HERE*].

*[*Please type your Agent Name here before printing off form].*

Student - Full Name: <i>[Please type or PRINT]</i>	*Mr/Mrs/Ms/Miss	
Programme details:		
Date of birth:		*Male / Female
Your Exeter ID No: <i>[Or UCAS no:]</i>		

*[*Please indicate your preference here].*

My application was:

- Submitted by me on approximately: *[Date]* _____

 online by post
 by hand UCAS
- Submitted by an agent on my behalf: *[Which Agent?]* _____

Whilst we strongly discourage students changing their agent representation, if you are requesting this, you must state your reasons for doing so *[or please leave this space blank - if not applicable]:*

SIGNED: *[student]* _____

DATE: _____

BLOCK PRINT
or TYPE name clearly:

[student] _____

Note to agents – completion of this form does not automatically entitle you to commission

For Office Use Only

IO Approved _____ Date: _____

Decision: Y / N / HH

Entered in SITS Initial _____ Date: _____

Agent informed _____ (date)