

IPU New Zealand Agent Code of Conduct

As a recruitment agent for IPU New Zealand I agree to:

- Ensure the confidentiality of the personal information of potential students.
- Accurately communicate current, accurate and honest information about IPU New Zealand.
- Not engage in immigration advice unless otherwise authorised to do so.
- Only use property, money or information belonging to IPU New Zealand in a manner authorised by IPU New Zealand and not for personal gain.
- Only use the property of IPU New Zealand, personnel or students after receiving the owner's permission.
- Not harass any personnel or students eg: sexual, racial, physical.
- Only carry out professional relationships with students and not compromise the position as an agent.
- Develop transparent business relationships with students through the use of written agreements wherever possible.
- Always act in a manner which does not bring IPU New Zealand into disrepute.
- Follow policies or positions adopted by IPU New Zealand and only contest policies through formal IPU New Zealand forums.
- Not undertake any business with students that is in conflict with IPU New Zealand's business eg. employment of students, provision of accommodation for students etc.
- Ensure at all times that my other business and personal interests do not affect my role as a recruitment agent.

To this end I hereby disclose any potential conflict(s) of interest,

Disclosure Statement:

I confirm that:

- 1) I have read and understood the Code of Practice.
- 2) I have read and understood the Code of Practice Outcome 1-4.

Signature _____

Date: _____

Name(printed)_____