

# GATEWAY MOU

## SCHOOL NAME

Memorandum of Understanding (MOU) between the New Zealand Equine Education Trust (NZEET) and for the support of the NZEET Gateway Programme in 2024

## PURPOSE

This agreement will take effect on 01 January 2024 and terminate on 31 December 2024 or earlier by mutual agreement between the parties. Notwithstanding the provisions of this MOU, NZEET may, at its sole discretion, extend this MOU beyond its expiry date, for such further period as determined by NZEET.

## NZEET'S COMMITMENT

NZEET will:

- Provide Learning and resource packages for student
- Generate invoice
- Confirm approved verifier
- Mark theory and assess verification of practical assessments
- Generate progress reports
- Provide confirmation of unit standard achievement as and when, and authorise school to register unit standard

## YOUR SCHOOL'S COMMITMENT

Your school will:

- Return enrolment documentation including unit standard selection
- Select and support students involved in the Gateway programme
- Accept responsibility at all times for the welfare and safety of students in Gateway programme
- Confirm workplace and verifier
- Have an MOU and Health & Safety agreement between school, employer and student
- Pay upon receipt of invoice
- Retain a copy of theory and practical assessments prior to sending to NZEET
- Only register unit standards following confirmation of competency by NZEET and authorisation of NZEET provider code

## RECORDING GATEWAY DETAILS AND PLACEMENT PROGRESS

NZEET maintains a database and will record details of Gateway contracts including the school, the student, employer and the credits achieved. The name, address, contact person and contact details for the school, student and employer will be recorded. The database will also record the unit standards achieved by the student. This allows easy access to and evaluation of the progress of the students.

## NZEET'S COMMITMENT

The following fees to supply student learning resources and monitor workplace assessment for 2024 are:

- \$35 GST exclusive per credit

Any costs associated with practical verification of unit standards will be the responsibility of the school.

## REGISTERING CREDITS

The marking of assessments for students is the responsibility of NZEET, the reporting of results and costs of registering credits with NZQA on the NQF is the responsibility of the Gateway school. Unit standards may only be credited against a student's Record of Learning following school receiving authorisation from NZEET of student competency. This is done by using NZEET confidential provider code 8497. As this is a confidential code it can ONLY be used with express permission and in relation to Gateway students who are enrolled with and using resources supplied and verification of competency advised by NZEET.

## DISPUTES

If the parties cannot resolve the dispute, they agree to: In the event that a dispute arises between

- Each nominate a representative with authority to negotiate and settle on their behalf
- Go to mediation.

## SIGNED FOR AND ON BEHALF OF THE SCHOOL

Name of School

Postal Address

City

Postcode

## MAIN POINT OF CONTACT

Name

Title

Email

City

Mobile

Phone

## SIGNED ON BEHALF OF SCHOOL

Name

Signature

Date

## NZEET REPRESENTATIVE

Name

Signature

Date

RETURN COPY TO: **ELLIE AYKROYD**

 [Ellie.Aykroyd@nztr.co.nz](mailto:Ellie.Aykroyd@nztr.co.nz)  027 201 2699

