

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 2026.

PURPOSE

This agreement will take effect on 01 January 2026 and terminate on 31 December 2026 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 workplace verifier
- Mark theory and assess verification of practical assessment and report results in a timely manner
- 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 stated in student enrolment
- 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 2026 are:

- \$35 GST exclusive per credit

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

NZEET confirms the following:

- It is a registered provider with NZQA.
- It upholds and maintains a quality assurance system that is externally moderated by NZQA.
- All offered standards have been pre-moderated by WDC or NZQA
- It participates fully in all required external moderation activities.
- Is committed to maintaining robust internal moderation processes
- Its Staff are qualified and competent to assess standards
- It retains assessments for two years following a learner's achievement or withdrawal from the course.

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 students Record of Learning following school receiving authorisation from NZEET of students 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

NZEET REPRESENTATIVE

Name

Signature

Date

RETURN COPY TO: **SALLY WATERS**

 gateway@nztr.co.nz

 027 494 2850

