

*2018 Gateway*

*Memorandum of Understanding*

*Between: Kalandra Education Group Limited*

*And: ..... (the school)*

1. This memorandum forms the basis of the terms of engagement between Kalandra Education Group (the provider) and the school.
2. The agreement will commence upon signing and run until the end of school 2018.
3. Kalandra Education Group is the accredited provider and will provide Healthcare and related unit standards by online learning for students in the school.
4. The school acknowledges that as the programme is available online there is no requirement for the person facilitating / supervising the study to hold appropriate qualifications. However, for the unit standards where the assessment requires verification/attestation in the workplace, the school will arrange a suitable assessor.
5. Payment is required within 14 days of the student logins being released. There are **no returns or refunds** once the logins have been provided for the students.

The student is allowed 2 resits. Any further resits will be an additional \$30.00.

6. Pricing is reviewed annually and will be provided by the September for the following year.
7. The student information form must be supplied with the corresponding order form to ensure all details are correct for our online systems.

Processing of this information will take between 3 – 5 working days, upon which time you will be supplied with all students' online login details.

8. Kalandra Education Group will provide assessment marking services and award the unit standard through its assessors. Kalandra Education Group is not responsible for the registration of credits onto the NQF - this is the responsibility of the school.

Marking of the students' work will take between 5 – 15 working days depending on the time of year.

Kalandra Education Groups provider number is: 9133. At the commencement of every term a results sheet will be provided for the previous term. The provider number is only to be used for the supplied unit standards upon our confirmation of results.

9. The school will ensure that practical components of any assessment are to be signed off in industry by an appropriate assessor who has supervised the student in the workplace. They will have observed the student to ensure they are competent. If in doubt of the practical sign off please contact us [programmes@kalandra.ac.nz](mailto:programmes@kalandra.ac.nz)

10. Kalandra Education Group is responsible for the currency, moderation and assessment requirements of NZQA and the SSB for all the assessments provided.

11. The school agrees that the students work can be used for internal and external moderation purposes.

12. The material supplied to the school is at all times the intellectual property of Kalandra Education Group. Therefore, the school agrees that it will not itself or through any subsidiary agent or third party: sell, lease, licence, sub-licence or otherwise deal with the intellectual property rights or any variations, modifications, copies, releases, versions or enhancements of the said intellectual property rights.

*Signed for and on behalf of:*

	<i>Kalandra Education Group</i>	<i>(the school)</i>
<i>Full Name</i>	<i>Kalandra Education Group Limited</i>	
<i>Postal Address</i>	<i>PO Box 76-246 Manukau Auckland 2241 New Zealand</i>	
<i>Phone Number</i>	<i>(09) 214 9765</i>	
<i>Designation Name Email</i>	<i>General Manager Kelly Storey <a href="mailto:kelly@kalandra.ac.nz">kelly@kalandra.ac.nz</a></i>	
<i>Signature</i>		
<i>Date</i>		

*Please return this MOU and all other correspondence to [programmes@kalandra.ac.nz](mailto:programmes@kalandra.ac.nz).*

