

## 2011 MEMORANDUM OF UNDERSTANDING

**FAIRVIEW EDUCATIONAL SERVICES LIMITED (FES) - Provider Code 7265**  
(hereinafter called the “**Provider**”)

and ..... High School/College  
(hereinafter called the “**School**”)

agree to negotiate the supply of workbooks and assessment designated in the Schedule A (or any variation as negotiated).

- 1 The **Provider** acknowledges that it is accredited by the New Zealand Qualifications Authority (NZQA) for all courses offered/provided. Evidence of accreditation will be provided on request from the school. Assessment and moderation will be in accordance with NZMITO requirements.
  
- 2 The **Provider** and the School agree that a contract arising from this memorandum will exist once the school has requested a service.

**On behalf of:**

**FAIRVIEW EDUCATIONAL SERVICES** (the **Provider**)

Signature:

Name: Justin Horrigan Position: Training Manager

Date: .....

**On behalf of:**

.....(the **school**)

Name: .....

Signature: .....

Position: .....

Date: .....

School Contact: .....

## SCHEDULE A

**This Agreement covers the following services:**

- Provision of student workbook as required.
- Marking of student workbook. Student needs to achieve a mark of at 80% before they can be assessed.
- Marking of student assessment and reassessment (up to 1 reassessment as required)
- Reporting of results to School within 10 days from receipt of assessment.
- Reporting of results to NZQA and provider to pay NZQA fees (applies only if provider is to report results to NZQA).

**This agreement covers the following unit standard:**

Unit standard 15408: Describe motor vehicle safe motoring requirements and general locations of systems and components.

**The School agrees to:**

- Ensure students complete and return the Provider Gateway enrolment form (applies only if provider is to report results to NZQA).
- Ensure the integrity of the assessment (assessments are to be conducted as closed book exercises under exam conditions, assessment papers are to be held securely).
- Ensure that there is no reproduction/photocopying of the materials provided.
- Ensure that results are reported to NZQA only after receiving written confirmation from our office of the results (applies only if school is to report results to NZQA).
- Ensure that results are reported using our provider code (applies only if school opts to report results to NZQA).

**PRICING DETAILS:      Provider supplies and marks workbook and assessment**

No. of students	*School reports results to NZQA	\$	*FES reports results to NZQA	\$
1-5		90		95
6-10		75		80
11-24		65		70
25+		55		60
<b>Quantity required:</b>				
<b>Please circle preference:</b>				
School to Report		Fes to Report		
<b>Date workbooks required:</b>				
<b>Order number:</b>		<b>Signed:</b>		

\*Prices quoted are per student and exclude GST and postage