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# Season's Greetings



The Quality Assurance Division wishes tertiary providers a **happy and safe Christmas and New Year**. The past year has seen a continuing maturity in the sector, which should provide a robust foundation for the Tertiary Reforms process.

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## Tertiary Reforms Action in New Year

Next year begins the real work of developing and bedding in the evaluative approach to quality assurance in collaboration with the tertiary sector.

After beavering away laying the groundwork in 2007, the Tertiary Reforms team is up to speed and ready to hit the ground running in 2008. That's when it will start engaging with the tertiary sector and other stakeholders who have a strong interest in the evaluative approach to quality assurance and in discussing how it might work in practice.

This will mark the beginning of a conversation among stakeholders – an evolving process in which many strands of work will weave together.

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## Discussion Forum Launch

The Tertiary Reforms team will launch a web-based discussion forum called *Evaluate* in early 2008.

The forum will enable providers and other stakeholders to keep abreast of  
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*eQuate is the newsletter from the Quality Assurance Division (QAD) of the New Zealand Qualifications Authority. QAD is responsible for quality assurance of private training establishments (PTEs), government training establishments (GTEs), wānanga and Unitec.*

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the latest developments in Tertiary Reforms and feed into them. It promises to be a dynamic new way for the sector to take part in the conversation about where the evaluative approach to quality assurance is heading.

Although we are still tailoring the site to Tertiary Reform needs and ironing out the bugs, a rudimentary *Evaluate* is already in use by a key development group of about 30 people from across the tertiary sector, with PTEs well represented.

Once *Evaluate* is officially launched, you will be able to register and take part in the discussions. The Tertiary Reforms team is confident the forum will generate a real 'buzz' next year and beyond, as the Tertiary Reforms' quality assurance work is further developed.

The web forum will be the central 'go-to' place for news, information, background and even video clips showing, for example, what an evaluative conversation might look and sound like. Email alerts will signal new and interesting items, and the forum will also link into existing websites and publications, both NZQA's and those of the wider sector.

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## Annual Fee for 2008

Early next year we will begin gathering information for the 2008 annual fee. There have been no changes to the [fee](#) or to the [forms](#) and the information on the refreshed website is still current.

The Annual Fee Form – AF01 – is due from **non-government funded** providers by 28 February 2008. Invoices will be sent out in March and April, with payment due in May.

**Funded providers** do not need to do anything. We will source your full-time equivalent student numbers from the Tertiary Education Commission.

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## Reminders

### **New contact details**

Contact details for the Quality Assurance Division recently changed from one centralised email address to several addresses specific to each business unit. The new email addresses can be found in the [September 2007 eQuate](#). QAD business units can also be emailed through the relevant website [contacts](#) page.

### **Billing moved to NZQA Finance**

NZQA Finance is now responsible for invoices and billing for QAD work, including PTE registration, audits, course approvals, degrees, NQF accreditation. Enquiries should be directed to NZQA Finance at: [accountspayable@nzqa.govt.nz](mailto:accountspayable@nzqa.govt.nz)

### **Refunds of student fees**

A student who withdraws from a course within the refund timeframes set out in [S236A \(1\) \(d\)](#) of the Education Act must receive a refund based on the total amount paid towards enrolment.

Training establishments can retain a portion of the money as recompense for expenses incurred in enrolling students. As a rule of thumb, for payments of less than \$5,000, the PTE can retain 10 percent of the amount, while for payments of \$5,000 or more, the PTE can retain \$500.