# SAC levels 3 and 4 Competitive Pilot for 2017 and 2018 **Application Form**

PART A – Organisation’s Administrative Information

# Tertiary Education Organisation details

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| Legal name: |  |
| Trading name (if applicable): |  |
| Edumis number: |  |
| Name of authorised contact: |  |
| Position: |  |
| Address (physical and postal if different): |  |
| Phone number(s): |  |
| Email: |  |
| Organisation Website  (if available): |  |

Please read the *Request for Funding Applications* document carefully before you complete this Application form.

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| Please indicate if your organisation was **subcontracted** by another TEO to deliver SAC levels 3 and 4 provision in **agriculture, horticulture and viticulture** in **2015**, and you are applying to deliver this provision in your own right. | *Yes / No*  *If yes:*   * *Name the TEO(s) below with which your organisation had a subcontracting relationship:*      * *Provide brief details below of the provision previously delivered by your organisation under sub-contract e.g. qualification code and name, number of EFTS per year, and delivery site:* |
| Please indicate if your organisation **subcontracted** another TEO to deliver SAC levels 3 and 4 provision in **agriculture, horticulture and viticulture** on your behalf in **2015**, and you are intending to end this arrangement and deliver this provision yourself. | *Yes / No*  *If yes:*   * *Name the TEO(s) below with which your organisation had a subcontracting relationship:*      * *Provide brief details below of the provision previously subcontracted e.g. qualification code and name, number of EFTS per year, and delivery site:* |

*Note: the TEC will consider your organisation’s 2014 and 2015 performance information when assessing this application.*

1. Capability in providing skills for industry

In this section your organisation should demonstrate how it works with agriculture, horticulture and/or viticulture industry stakeholders (such as employers and industry groups).

Your response should describe the connections with the industries in the context of your delivery at levels 3 and 4 on the New Zealand Qualifications Framework (NZQF).

Your response to this section must start on the page overleaf. (Please note: the bordered section will expand as you type). You may use a **maximum of two (2) pages** for this response.

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| Describe your organisation’s capability to provide skilled graduates and delivery that is tailored to industry need.  In particular, describe:   * your connections with industry and employers; * your ability to forecast and respond to current and future education and training needs within the primary sector; and * how your provision pathways students into higher education and or skilled employment.   *Information may include:*   * *evidence of your understanding of industry needs;* * *evidence of relationships;* * *use of appropriate data sources;* * *resources used to provide students with pre-employment work-readiness; and* * *evidence of student progression (for all students and for priority group students).* |

Start your response to Section 1 here.

1. Capability in delivering high-quality provision

In this section your organisation should demonstrate that its delivery in agriculture, horticulture and/or viticulture provision at levels 3 and 4 on the NZQF leads to positive outcomes for learners. This includes both qualification completions, employment in the industry/industries, or transitioning into relevant study at higher levels.

Your response to this section must start on the page overleaf. (Please note: the bordered section will expand as you type). You may use a **maximum of two (2) pages** for this response.

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| Demonstrate that your organisation has the capability, experience, skills, and organisational capacity to apply pedagogical best practice to deliver high-quality provision relevant to the industry/industries, to provide students with the skills they need to successfully gain employment, or enable students to transition into relevant study at higher levels.  *Information may include:*   * *student to tutor ratio(s);* * *the type of qualifications and programmes your organisation delivers and where;* * *the mode of delivery;* * *information about work experience and student placements;* * *the balance of practical and theoretical learning components;* * *course design;* * *pedagogies; and* * *method of assessment.*   *This should be considered within the context of your geographical region and delivery location(s).* |

Start your response to Section 2 here.

1. Experience targeting and supporting students

In this section your organisation should demonstrate how you work with your local community, businesses, schools and industry to attract and retain students studying agriculture, horticulture and viticulture – particularly students in priority groups as identified by the Tertiary Education Strategy (TES).

Your response to this section must start on the page overleaf. (Please note: the bordered section will expand as you type). You may use **a maximum of three (3) pages** for this response.

In your response, **clearly identify** when you are addressing questions points 3.1 and 3.2.

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| **3.1** Describe how you engage with schools and other prospective student groups to encourage students into the agriculture, horticulture and viticulture industries and ensure they are adequately informed about industry requirements and opportunities (prior to study).  *Information may include:*   * *organisations you have engaged with;* * *the types of engagements and forums used;* * *communications channels used; and* * *evidence of effectiveness of communications.* |
| * 1. Describe how you work with your community, including Māori and Pasifika groups, to attract students in priority groups (as described in the TES) into study, and how you support students throughout their studies.   *Information may include:*   * *evidence of relationships* * *forms of pastoral care provided* * *evidence of effectiveness of pastoral care; and* * *your organisations self-assessment using the Maori and Pasifika Assessment Framework Indicators within the recently published* [*Guidance to achieve TES Priority 3: Boosting achievement of Māori and Pasifika*](http://www.tec.govt.nz/Documents/Forms%20Templates%20and%20Guides/Guidance-on-Maori-and-Pasifika-TES-3-Priority-June-2016.pdf)*.* |

Start your response to Section 3 here.

1. Performance commitments

Complete the table below indicating your organisation’s proposed performance commitments (in percentage terms) for 2017-2018 across SAC level 3 and 4 provision within the areas of agriculture, horticulture and viticulture.

*Note: the TEC expects parity of achievement across Māori, Pasifika, and all students.*

*We may also compare proposed performance commitments with those proposed for the 2014 and 2015 funded period.*

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| **Year** | **Course completion** | **Qualification completion** | **Student progression** | **Student retention** | **Participation Māori** | **Participation Pasifika** |
| **2017** |  |  |  |  |  |  |
| **2018** |  |  |  |  |  |  |

1. Declaration and Authorisation

**If your application is successful, the** **information provided in your application will form part of your proposed Investment Plan for 2017 and 2018 delivery. Further information on the Investment Plan process is available on the TEC website.**

*Note:*

* *Insert your organisation’s name in the four text boxes below named ‘organisation’.*
* *This section must be signed by the organisation’s Chief Executive / General Manager or a designated authority.*
* *Applications without a signature will not be accepted. This must be a handwritten signature. An electronic signature or a typed name will not be accepted.*

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| I declare that I am authorised to complete this response on behalf of Organisation and that to the best of my knowledge the information given in this application form is true and correct.  I confirm that any proposed local qualifications have an embedded National Certificate comprised of at least 40 credits (if applicable).  I confirm that Organisation has not colluded with competitor TEOs regarding the calculation of prices, EFTS volumes, intention to submit (or not submit) an application, or regarding any part of the particulars of the provision proposed in this application.  By submitting this application, if successful:  Organisation agrees to submit Single Data Returns (SDR) and manual reports to the Tertiary Education Commission when required.  Organisation agrees to use the Assessment Tool to assess and report all SAC funded students enrolled in a qualification at level 3, including initial and progression student assessments. |
| **Signature**: **Date**: |
| **Name**: |
| **Role or position**: |

PART B – Organisation’s Proposed Mix of Provision

**You must also complete and submit the accompanying Excel spreadsheet (Part B) detailing the qualifications at NZSCED 0501 and 0503 you intend to offer in 2017 and 2018, and the price you are proposing for each (split into government contribution and student fees per EFTS).**

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| **Checklist**  Please check you have:   * read the RFA document carefully * completed all parts of your application * complied with the page limits for sections 1 to 3 * completed the declaration and authorisation section, including a handwritten signature * saved Part A as one scanned PDF file * saved Part B as an excel file * ensured Part A and Part B are clearly marked with your organisation’s name   Please ensure you have NOT:   * exceeded the page restrictions for any section. * included any additional material, for example brochures, testimonials   *Note: Any extra content will be removed from your application and not assessed* |