


# Private Training Establishment (PTE) Annual Return Statutory Declaration (SD01)


<b>PTE name:</b>		<b>MoE number:</b>	
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I, the undersigned, declare to the best of my knowledge and as at the date of this declaration that the above private training establishment (PTE) is compliant with the following:

	Yes	No	N/A
<b>Education Act 1989</b>			
Section 233(1) – Criteria for registration, which must continue to be met			
Section 232A – Requirements for enrolling international students			
Section 233B – Conditions of registration			
Section 234B – Information that must be given to prospective students			
Sections 234C-235A – Protection of student fees			
Section 235E – Notification to INZ of withdrawal of international students			
Section 236A – Maintenance of student records			
<b>Private Training Establishment Registration Rules 2013</b>			
Part 2 – Requirements for maintaining registration			
<b>PTE Enrolment and Academic Records Rules 2012</b>			
<b>Student Fee Protection Rules 2013</b>			
<b>NZQF Programme Approval and Accreditation Rules 2013</b>			
Part 5 – Requirements for maintaining programme approval & accreditation			
Part 6 – Maintaining the Mātauranga Māori Quality Assurance Mark			
Part 7 – Changes to approved programmes			
Part 8 – Use of sub-contractors and English language entry requirements			
<b>Training Scheme Rules 2012</b>			
Part 3 – Maintaining training scheme approval			
Part 4 – Use of sub-contractors			
<b>Consent to Assess Against Standards on the Directory of Assessment Standards Rules 2011</b>			
Part 2 – Maintaining consent, including use of sub-contractors			
<b>NZQF Offshore Delivery Rules 2012</b>			
Part 2 – Requirements to be met to maintain approval			
<b>NZQF Qualification Listing and Operational Rules 2016</b>			
Rule 13 – Responsibilities of qualification developers			
Rule 16 – Award of qualifications			

! Where you have indicated that the PTE is not compliant with any of the above requirements, please attach an explanation of the non-compliance and any action being taken to address it. 

Requirement to provide education – section 234 of the Act	Yes	No
The PTE has provided <i>at least one</i> approved programme or training scheme to students in the last 12 months.		

! Attach a list of any approved programmes or training schemes that the PTE has not provided in the last 12 months and does not intend to deliver in the next 12 months. 

**Chief Executive / Chair of Governing Body**

I, (full name):

(position held at PTE):

solemnly and sincerely declare that the information supplied in this *Annual Return Statutory Declaration* is true.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signature

Date

***It is an offence under section 111 of the Crimes Act 1961 to make a false declaration where that declaration would amount to perjury if made on oath in a judicial proceeding.***

**Person authorised to witness declaration**

Full name:

State authority by which declaration is witnessed:

(e.g. Justice of the Peace, barrister or solicitor of the High Court, Registrar or Deputy Registrar – refer to section 9 of the Oaths and Declarations Act 1957)

Signature

Date

**Return this form to NZQA in one of the following ways:**

<b>By email</b>	<b>Online</b>	<b>By mail</b>
qaadmin@nzqa.govt.nz	Upload directly through TEO online services. <a href="http://www.nzqa.govt.nz/login/teo-online-services-for-registered-providers/">http://www.nzqa.govt.nz/login/teo-online-services-for-registered-providers/</a>	Client Services Team Quality Assurance Division NZQA PO Box 160 WELLINGTON 6140