

## STUDENT FEE PROTECTION POLICY

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### 1. PURPOSE

The purpose of this policy is to outline how MITO complies with the New Zealand Qualifications Authority (NZQA) Student Fee Protection Rules 2025, specifically in relation to learners whose training fees are paid in full by their employer and for whom the fee protection exemption applies.

### 2. ORGANISATIONAL SCOPE

This policy applies to all learners enrolled in MITO Training Agreements. All MITO training fees are to be paid by the learner's employer; the learner does not make any direct financial contribution towards these fees.

### 3. POLICY

MITO is committed to complying with all NZQA regulations and maintaining transparency and fairness in its financial arrangements.

As all learner training fees relating to a MITO programme are invoiced to and paid by the learner's employer, the Student Fee Protection Rules (Rule 4.1.7) provide an exemption from standard fee protection mechanisms.

A signed Training Agreement between MITO, the learner and the employer outline the fee amount and payment term, refund term, and rights and responsibilities of all parties.

Any refund due is made directly to the employer as the fee-paying party.

### 4. RELATED DOCUMENTS

- *MITO-F-D01 MITO Standard Training Agreement.*
- *MITO-F-D02 MITO Standard Training Agreement Terms and Conditions.*