



NZ Hairdressing Industry Training Organisation Inc. Limited Credit Programme Agreement

THE PARTIES to this Agreement are:

| | | | | | | | |
|---|--|--------------------------|---|------------------|--------------------------|-------|--|
| 1 | Full Name "The Applicant" | | | | | | |
| | Address | | | | | | |
| | Phone | | Mobile | | | | |
| | Email Address | | | | | | |
| 2 | Full Name of Employer "The Employer" | | | | | | |
| | Salon Name | | | | | | |
| | Address | | | | | | |
| | Phone | | Mobile | | | | |
| | Email Address | | | | | | |
| 6 | Date of Birth (dd/mm/yy) | | Gender (M or F) | | | | |
| | NZQA Number | | | | | | |
| 7 | Highest Educational Qualification (please circle) | National Certificate | Trade Certificate | Diploma / Degree | Other (please state) | | |
| 8 | Ethnicity (please circle) | European / Pakeha | Maori | Pacific Island | Asian | Other | |
| 9 | Enclosed Copies (please tick) | | Fees (please tick the selected programme) | | | | |
| | NZ Birth Certificate | <input type="checkbox"/> | Advanced Hairdressing (\$1270.00) | | <input type="checkbox"/> | | |
| | Confirm NZ Residency/Citizenship | <input type="checkbox"/> | Train the Trainer (\$1610.00) | | <input type="checkbox"/> | | |
| | Record of Learning | <input type="checkbox"/> | | | | | |
| | Previous Hairdressing or Barbering Qualifications | <input type="checkbox"/> | | | | | |

HITO will arrange for learning materials to be delivered
No additional costs are associated unless practical support and tutor time is required

OFFICE USE ONLY

GST No: 61-086-676.

| | | |
|--|----------------|---------|
| APPLICANT | Amount paid \$ | Hook on |
| This Agreement is made on the _____ day of _____/_____ | | |
| Approved by Hairdressing ITO on (date): _____ / _____ | | |
| Signed by (print name): _____ Signature: _____ | | |

1. Training Requirements

1.1 This agreement requires that the applicant has a recognised hairdressing qualification as entry into the programme e.g. the National Certificate in Hairdressing Practice or the equivalent of.

This Agreement must be registered with the Hairdressing ITO.

1.3 The Agreement will be deemed to be completed once the trainee has gained the Limited Credit Programme (the programme).

1.4 This Agreement may also be terminated in accordance with the provisions of the employment agreement between the parties. Termination of the employment agreement will automatically result in termination of this Agreement.

This Agreement may be terminated by the Hairdressing ITO if the applicant does not achieve a minimum of twenty credits per year, or upon non-payment of the fees specified in this Agreement.

The Agreement will be deemed to be completed once all of the unit standards within the programme have been gained.

2. Obligations of Applicant

2.1 Take all reasonable steps to acquire the knowledge and skills required to complete this award.
Pay the required fees to the HITO.
Submit assessment material.

2.2 On completion of all the requirements of the programme an award will be issued by the HITO on behalf of the Industry.

3. Disputes

3.1 Any dispute between the parties relating to this Agreement shall be referred in the first instance to the Regional ITO and then, if required, to the National HITO.

4. Miscellaneous

4.1 All parties understand that this Agreement is subject to approval and registration. The agreement will not have effect until it is approved and registered.

Upon signing this agreement the parties authorise the Hairdressing ITO to collect, hold and release information about the traineeship to: training providers; the New Zealand Qualifications Authority; Tertiary Education Commission, the trainee; the employer and other government organisations as appropriate for the purposes of administration.

The applicant confirms that he/she has provided the necessary documentation confirming their eligibility to undertake training i.e. NZ Birth Certificate or confirmation of New Zealand residency/citizenship.

5. Declaration

I acknowledge that I have read and understood the provisions of this Agreement, I also confirm that I have provided the necessary documentation confirming my eligibility to undertake training in New Zealand.

| | |
|--|---|
| Signed by the applicant: _____ Date: _____ | Signed by the employer: _____ Date: _____ |
|--|---|

Advanced Hairdressing Skills Award



This programme consists of 32 credits in total consisting of:

The following 22 credits are from Core Compulsory component of National Certificate in Hairdressing (Management) (Level 5) Salon Management strand

| Id | Title | Level | Credit |
|--------------|--|--------------|---------------|
| 8495 | Develop self to improve performance | 4 | 5 |
| 6402 | Provide resuscitation level 2 | 1 | 1 |
| 13465 | Design a layout plan for a hair salon | 5 | 5 |
| 13466 | Demonstrate knowledge of identification and correction of a permanent wave problem | 4 | 4 |
| 13467 | Identify and correct colour problems in the hair | 5 | 2 |
| 13468 | Incorporate a hairpiece in a hairstyle | 5 | 5 |

The remaining 10 credits are from other areas of the Management Certificate

| | | | |
|--------------|--|---|---|
| 13464 | Demonstrate knowledge of competition styling | 4 | 4 |
| 13469 | Demonstrate knowledge of the preparation, maintenance, and fitting of wigs | 4 | 6 |

This programme is designed for people who are working as a qualified hairdresser who wish to extend their knowledge to include hairdressing skills at a higher level. It is suggested that this programme be an achievable goal to staircase between National Certificate in Hairdressing Practice and the National Certificate in Hairdressing (Management) Salon Management strand.

This programmed is aimed at broadening the range of hairdressing skills beyond those required for the National Certificate in Hairdressing Practice.

Cost of Hairdressing Advanced Hairdressing Skills – \$1270, which includes learning materials, assessment and credit fees.

Hairdressing Train the Trainer Award



This programme consists of 44 credits in total consisting of:

The following 33 credits from Core Compulsory component of National Certificate in Hairdressing (Management) (Level 5) Salon Management strand

| Id | Title | Level | Credit |
|-----------|--|--------------|---------------|
| 1987 | Create and maintain positive workplace relationships | 4 | 5 |
| 8495 | Develop self to improve performance | 4 | 5 |
| 8496 | Develop and maintain a safe and supportive working environment | 5 | 5 |
| 11281 | Prepare candidates for assessment | 4 | 3 |
| 1312 | Give oral instructions in the workplace | 3 | 3 |
| 9680 | Communication within an organisational context | 2 | 3 |
| 13466 | Demonstrate knowledge of identification and correction of a permanent wave problem | 4 | 4 |
| 13467 | Identify and correct colour problems in the hair | 5 | 2 |
| 18203 | Verify evidence for assessment for candidate | 4 | 3 |

The remaining 11 credits from other areas of the Management Certificate

| | | | |
|------|--|---|---|
| 7095 | Facilitate adult learners' individualised learning | 5 | 3 |
| 7108 | Deliver on-job training to adults | 4 | 8 |

This is designed for people with knowledge of the industry wishing to progress towards becoming trainers or existing trainers wishing to build on identified skill gaps to allow training to meet the needs of the trainee's and workplace.

This programme is aimed at ensuring on-job training is facilitated in an environment conducive to trainee learning, and meeting the skill needs of unit standard assessment and the industry.

Cost of Hairdressing Train the Trainer Programme – \$1610, which includes learning materials, assessment and credit fees.