

Aide-Memoire: Closure of private training establishment

To:	Hon Penny Simmonds, Minister for Vocational Education
From:	Dr Grant Klinkum, Chief Executive
Date:	27 March 2025
Reference:	OC01627

Purpose

1. This aide memoire is to notify you that we intend to cancel the registration of Aotearoa Career Management Institute (ACMI) as a private training establishment (PTE) during the week of 31 March 2025.

Recommendations

2. We recommend that you:
 - a. **note** that NZQA is preparing to cancel the registration of ACMI and notify the provider of this decision
 - b. **note** that ACMI currently has approximately 70 international and 30 domestic learners enrolled
 - c. **note** that we are working with other agencies to facilitate the transition of affected learners to other education providers
 - d. **note** that the the Minister of Education and the Minister for Universities have given in-principle approval to use the Export Education Levy to compensate affected international learners as appropriate
 - e. **agree** to proactively release this briefing, with any relevant redactions, following the completion of the closure process.

Agree / Disagree



Dr Grant Klinkum
Chief Executive, NZQA
27 March 2025

Hon Penny Simmonds
Minister for Vocational Education
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c. [REDACTED]

14. Media attention is most likely in the 24-48 hours following the delivery of the cancellation notice to ACMI, once staff and learners are informed.
15. The Minister of Education and the Minister for Universities, as the responsible ministers, have given in-principle approval for use of the Export Education Levy (EEL) to support ACMI's international learners (METIS 1344787 refers). We have proposed the use of the EEL to reimburse fees the learners paid to ACMI, visa variation costs and costs associated with recognition of prior learning at other providers.
16. Use of the EEL to minimise the financial impact to affected international learners minimises potential negative reputational impacts for New Zealand as an education destination.

Next steps

17. We are completing preparations to deliver the notice to cancel ACMI's PTE registration on 31 March 2025 and to meet with the affected learners in the same week.
18. We will share reactive communications to address media queries with your office and will be available to assist where needed.
19. We intend to proactively release this briefing, with any relevant redactions, following completion of the closure process.