Memorandum of Agreement

Between

Sir Sandford Fleming College

And

Quest Language Studies Toronto

Regarding

English as a Second Language Pathway

MEMORANDUM OF AGREEMENT

BETWEEN

Sir Sandford Fleming College, 599 Brealy Drive, Peterborough, Ontario, K9J 7B1

AND

Quest Language Studies Toronto, 433 Yonge Street, Toronto, Ontario, MSR 3K8

REGARDING

English as a Second Language Pathway

This Memorandum of Agreement ("Agreement") is entered into by and between Sir Sandford Fleming College ("Fleming College") and Quest Language Studies Toronto ("Quest"). In consideration of the mutual promises contained in the Agreement, the parties hereto agree to the following:

1. Parties

1.1 The Agreement is between Fleming College and Quest. These two organizations collectively will hereinafter be referred to as "Collaborating Institutions".

2. Purpose

2.1 The purpose of the Agreement is to facilitate the admission of qualified Quest graduates to an academic program of study at Fleming College.

2.2 The Agreement creates a framework for the demonstration of an acceptable level of English language proficiency in order for Quest students to be considered for admission to Fleming College.

3. Details of the Agreement

3.1 In recognition of English language training that students have received at Quest, Fleming College will waive the standard admission requirement for satisfactory results in English language proficiency for programs as specified in section 3.2.

3.2 Quest graduates who are referred to Fleming College and who have successfully completed the Quest Academic Pathway Certificate Program will not be required to produce TOEFL, IELTS, MELAB or CAEL exam results as an admission requirement and/or will not be required to take an English admission test.

3.3 Students enrolled at Quest who meet all other admissions requirements for Fleming College post-secondary diploma and graduate certificate programs to which they have applied will be issued a conditional letter of acceptance **pending seat availability** and meeting any other admissions requirements after submitting the application forms and their academic transcripts, with exception to the following programs:

331 Pharmacy Technician
332 Practical Nursing
333 Heavy Equipment Operator/Heavy Equipment Techniques
334 Graphic Design
335 Sustainable Agriculture
336 Aquaculture
337 Haliburton School of the Arts programs
338 Biotechnology Forensics
339 Arboriculture
3310 Conservation & Law Enforcement
3311 Paramedic

3.4 All incoming applications must meet all other Fleming College academic admission requirements and non-academic requirements as specified for each program. Meeting minimum requirements is not a guarantee of admission. Academic and non-academic requirements are as outlined on the Fleming College website, but are subject to revision.

3.5 The documentation required by Fleming College to indicate completion of language proficiency entrance requirements, exclusive of the other academic and non-academic requirements specified for each program is:

351 Academic Pathway Certificate from Quest confirming successful completion; and,
352 Quest transcript confirming a minimum cumulative grade of 70%.

3.6 Fleming College agrees to waive application fees for students applying through Quest, unless students apply through the Ontario College Application Service.

4. Conditions of the Agreement

4.1 Upon entering into the Agreement and for the duration of the Agreement, Quest must be an accredited member school of Languages Canada and the Quest program must be approved by Languages Canada. Quest shall immediately notify Fleming College if the institution and/or program(s) are no longer approved by the Languages Canada.

Randomly requested assessments, as mutually agreed upon by Sir Sandford Fleming and Quest, may be performed in order to ensure consistently parallel level of English language proficiency with the waived English language requirements are based.

4.2 Numeric results of these assessments will be openly shared between Fleming College and Quest. Individual student names will only be released upon written consent.

4.3 Notice of any changes affecting Quest curriculum must be made to Fleming College and may result in a change to the Agreement.

5. Marketing/Promotion

5.1 Fleming College and Quest agree to keep an adequate supply of up-to-date brochures and application materials on hand and to respond promptly to requests for information made by prospective students of Quest or Fleming College

5.2 Both institutions agree to add an insert to their website that includes information about the new partnership and details that the IELTS/ TOEFL requirement can be waived and English language proficiency level can be attained at Quest.

5.3 Quest will promote Fleming College by ensuring annual college calendars and other materials supplied by Fleming College are made available and accessible to Quest students.

5.4 Quest agrees to receive approval from the Fleming College International office prior to publishing any promotional information pertaining to the College. Prior permission must also be sought for the use of the Fleming Name and/or logo.

5.5 Quest and Fleming College will ensure individual referral to the appropriate contact for each student expressing interest in the partnership between Fleming College and Quest.

5.6 Quest will host and promote presentations by Fleming College representatives several times per year.

5.7 Quest will include Fleming College in its promotional materials concerning English Language Schools Pathways.

5.8 As appropriate, Fleming College will promote its partnership with Quest in its international and local marketing efforts.

5.9 Quest and Fleming College agree to provide a link on their websites for each other's programs.

6. Communications

6.1 Fleming College will provide the following support:

611 Regular briefings on Fleming College courses and systems. A staff member Fleming College will visit at agreed upon intervals to be determined by both parties for the purpose of briefing Quest staff and providing support for promotional materials;

612 Materials including relevant publications and videos where available, course ad fee information, contact names and numbers. All materials are subject to change;

613 Regular feedback to Quest regarding new programs and other relevant information and news; and,

614 Campus tours for Quest staff and students to better acquaint potential applicants to Fleming College.

6.2 Fleming College understands that students may be applying for conditional admissions up to one year in advance of their scheduled program at Fleming College. Fleming College agrees to have application materials available for students who wish to apply for conditional admission

7. Renewal, Termination and Amendment

7.1 The Agreement shall cover a period of three (3) year from date of signing. On the basis of ongoing evaluation of the academic success of Quest graduates at Fleming College, both parties agree to review the Agreement prior to its renewal and extension past that term.

7.2 The Agreement shall be effective on the date it is signed.

7.3 The Agreement may be amended at any time in writing by the written agreement of the Collaborating Institutions. The institution wishing to amend the Agreement shall provide the other institution written notice of the nature of the amendment. Any mutually agreed amendment will not affect current programs, until the completion of said programs, unless agreed otherwise in writing between the Collaborating Institutions. Amendments will not reset the renewal date unless agreed to by both parties.

7.4 The Agreement may be terminated by either of the Collaborating Institutions at any time provided written notice is given six months in advance to the other institution. This will not affect current programs, until the completion of said programs, unless agreed otherwise in writing between the institutions.

7.5 An amendment or termination of the Agreement shall bear no affect on students currently enrolled in the Quest program(s) specified in section 3.2. If the program is terminated, students enrolled in the program will be permitted to complete their studies in that program with all rights, privileges, resources, supports and faculty commitments that were explicitly or implicitly promised or otherwise conveyed at time of admission into the program.

8. Officials Responsible for the Agreement

8.1. . Responsible parties to the Agreement are as follows:

8.1.1. For Fleming College

Brenda Pander-Scott
Executive Director, International
705-749-5520, ext. 1553
Brenda.pander-scott@flemingcollege.ca

8.1.2. For Quest:

Jong Mi Kwon
Administrative Director
416-962-2272, ext 112
jongmi@studyquest.net

Charmaine Mergulhao
Program Director
416-962-2272, ext 115
charmaine@studyquest.net

9. Execution

Signed on behalf of Sir Sandford Fleming College

_____ Date: 2018/04/12

Signed on behalf of Quest

_____ Date: _____