

25 July 2012

Laura Collins
Executive Officer
Teachers' Refresher Course
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File: CU/17/3647/5

Dear Laura

**Re: CONTRACT VARIATION 3 Contract 393-3647
TEACHERS' REFRESHER COURSE COMMITTEE (TRCC)**

Please find enclosed two copies of Variation 3 for Contract 393-3647 between the Teachers' Refresher Course Committee and the Ministry of Education for the TRCC professional development programme.

The Ministry has agreed to extend the Principal Agreement for six months from 1 July 2013 to 31 December 2013.

The Principal Agreement is varied by deleting the existing clause 1.1 and replacing it with the following:

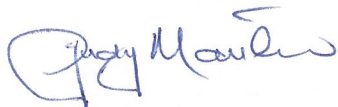
- 1.1 Unless earlier cancelled or terminated in accordance with Clause 18, this Agreement shall commence on **1 July 2013** and expire on **31 December 2013**.

Variation 3 follows a review of TRCC professional development provision. Greater evidence of impact in schools/centres as a result of participants' learning is now required - as indicated in the changes to milestones.

Please sign in full on page 2 of each document and return both copies for the Ministry's signature. One copy will be returned to you for your files.

Thank you for continuing this important work on behalf of the Ministry of Education.

Yours sincerely



Judy Matthew
Advisor, Channels Team, CTL

Enclosures: Two copies of the contract.