Fees Charges and Refunds

Fees and charges are advised to the client/student prior to or at the time of enrolment through the appropriate documentation (PF90 Student Acceptance Agreement, course information booklets, website).

Students and clients are also advised of any additional material and/or resource charges that may apply, based on their individual program. The fees and charges for all courses can also be obtained from RTO Administration.

Any equipment/property purchased either separately by the student or paid for as part of materials fees becomes the property of the student.

If a student fails to pay all fees and charges by the due date, any or all of the following may apply until the full amount is paid:

a) suspension of the student from attending or participating in the course
b) loss of access to Advance’s resources, computer systems or online course
c) inability to graduate
d) termination of the enrolment

Fees

In order to satisfy participant fee protection measures Advance will ensure that the following requirement is met:

“The registered training organisation may accept payment of no more than $1,500 from each individual student prior to the commencement of the course. Following course commencement, the RTO may require payment of additional fees in advance from the student, but only such that at any given time, the total amount required to be paid which is attributable to tuition or other services yet to be delivered does not exceed the maximum course fee.”

Refunds

Refunds based on deferment or cancellation of a course by Advance

Advance reserves the right to defer or cancel a course, change course start dates, or change course curriculum/programs at any time. In the case where Advance cancels a course prior to its commencement date all monies paid to Advance will be refunded within 10 working days.

Where Advance cancels a course before its expected end date, the balance of fees paid for that portion of the course not yet delivered will be refunded within 10 working days.

In the case of a course start date being deferred, and the new date is unacceptable to the student, all monies paid to Advance will be refunded within 10 working days of notice of the rescheduling.

Refunds based on student requests

If a student withdraws, by written notice at any time up until 4 weeks after the scheduled commencement date of the course, Advance must refund all fees and charges paid by or on behalf of the student.

If a student withdraws from only part of an enrolment, then Advance is required to refund only the portion of the fees applicable to that part of the training.

If a student has paid a fee for tuition that is no longer required because of RPL, Advance must refund an amount equal to the difference between the tuition fee paid and the tuition fee payable for the adjusted hours of tuition that are to be undertaken.