ADDITIONAL FEES and CHARGES

Activity	Fee
Enrolment Fee (non-refundable)	$350.00
Re-Enrolment Fee (non-refundable)	$200.00
Admin & Bank Charges for overseas transfers	$50.00
Credit Card Surcharge	Surcharge 3.50% + 0.30 applied on all credit card transactions and higher rate for AMEX
Late payment upto 14 days	No Charge
Late fee payment penalty on 14th day (1st fortnight)	$150 with $75 per week to be charged after 14 days
Charges for late fee Payment- after one month (include admin charges)	10% interest per month for the duration of outstanding fee
OSHC (single or family)	Varies by the insurance provider refer to letter of offer
Material / Placement	Varies by course refer to letter of offer
Missed Placement	Varies by course refer to letter of offer
Moderation on appeal (per assessment task per unit)	No charge
"Make up" class for practical (per class)	$350.00 (Per class)
"Make up" class Theory	$200.00
Additional statement of attainment (one statement of attainment will be provided free of charge)	$50.00
Duplicate Diploma / Certificate	$50.00
Academic support class (for two-hour class)	No charge
Re-Assessment (Third attempt)	$250 per unit
"One-on-one" mentoring (for two-hour class)	$100.00
Replacement ID card	$20.00
RPL Fee and assessment per unit of competency	$1500.00
LLN skills assistance (per hour)	No charge
CV Development	No Charge
Peer Mentoring	No Charge

Career Guidelines	No Charge
Repeat Unit Fee	If, after following the reassessment process for a unit of competency, any of the assessment tasks have not been satisfactorily completed, the student's assessment outcome for the unit of competency remains "Not Yet Competent" and the student must repeat all the classes for that unit of competency. Charged on PRO RATA BASIS per unit (total course fee divided by number of units)
Second enrolment fee	$350.00 (Payable at the second course)
Change of COE / Course	$200.00 - This fee applies if student wish to change COE/Course.
Change of location / Transfer of Campus	$200.00 - This fee applies if student wish to change location.
Deferment of Enrolment	$200.00 - This fee applies if student wish to defer enrolment.
Letters	AUD 30
Printing/Photocopy	B/W: 0.20 C per page Colour: 0.50 per page
Urgent Certificate / Transcript / Document Request Form	$250.00