

VET INVESTMENT FUNDED BY THE QUEENSLAND GOVERNMENT			
QUALIFICATION		CO-CONTRIBUTION FEE	
CERTIFICATE 3 GUARANTEE		NON-CONCESSION	CONCESSION
BSB30120	Certificate III in Business	\$195.00	\$130.00
SIT30616	Certificate III in Hospitality	\$225.00	\$150.00
HIGHER LEVEL SKILLS			
BSB40320	Certificate IV in Entrepreneurship and New Business Student must be the owner, manager or the employee of a small business in Queensland.	\$300.00	\$130.00
MEM40105	Certificate IV in Engineering* *This qualification has a point based system and co-contribution fee amounts provided above are based on an average of 20 units after completion of Engineering Trade, Certificate III. Co-contribution amounts will adjust accordingly dependant on the number of units of competency student is required to complete to achieve the full qualification.	\$600.00*	\$260.00*
SIT40516	Certificate IV in Commercial Cookery Student must be an Existing Worker in the Tourism and Hospitality industry and must already hold a trade qualification (Certificate III) in the Tourism and Hospitality industry.	\$990.00	\$429.00
SIT50416	Diploma of Hospitality Management	\$840.00	\$364.00

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QUALIFICATION		CO-CONTRIBUTION FEE	
VOCATIONAL EDUCATION AND TRAINING IN SCHOOLS (VETIS)		NON-CONCESSION	CONCESSION
52887WA	Certificate II in Plumbing	\$225.00	\$175.00
AUR20218	Certificate II in Automotive Air Conditioning Technology	\$225.00	\$175.00
AUR20720	Certificate II in Automotive Vocational Preparation	\$225.00	\$175.00
CPC10120	Certificate I in Construction	\$225.00	\$175.00
MEM20413	Certificate II in Engineering Pathways	\$225.00	\$175.00
MSF20516	Certificate II in Furniture Making Pathways	\$225.00	\$175.00
SHB20216	Certificate II in Salon Assistant	\$225.00	\$175.00
SIT20416	Certificate II in Kitchen Operations	\$225.00	\$175.00
UEE22020	Certificate II in Electrotechnology (Career Start)	\$225.00	\$175.00

^ Please note the above Vocational Education and Training in Schools (VETiS) are delivered under third party arrangements within secondary education colleges/schools

^ VETiS funded by the VET investment budget is fee-free for students. However, if there is a shortfall between the subsidy level and the fees charged by the SAS. This is known as the co-contribution fee. This fee will be paid by the school.

DELIVERY METHODS

Programs will be delivered through tasks that will simulate the specific industry environment and supports the development of the practical skills and theoretical knowledge required to support the achievement of competency in the chosen qualification.

A range of teaching and learning strategies will be used to deliver the competencies. These may include:

- practical tasks;
- group work and individual work tasks;
- face to face trainer led theory classes either at AUSTRALIAN TRADE TRAINING COLLEGE facilities or the student’s workplace;
- activities in simulated work environments (as per Training Package requirements);
- on-the-job training provided by the nominated supervisor.

FEES

CERTIFICATE 3 GUARANTEE & HIGHER-LEVEL SKILLS

The total Co-Contribution Fee will be charged upfront and prior to commencement of the qualification. Participants will be sent an invoice once eligibility and qualification commencement has been confirmed.

Participants who commence training into a high priority qualification within twelve months of completing Year 12 will not be charged a Student Contribution Fee throughout their training contract. A complete list of high priority qualifications can be located through www.training.qld.gov.au

VOCATIONAL EDUCATION AND TRAINING IN SCHOOLS (VETiS)

This training is provided fee-free to students and additional costs including course costs are to be met by the school. The total Co-Contribution Fee will be charged upfront and prior to commencement of the qualification. The participant’s school as stated on the Eligibility Form – VET in Schools will be sent an invoice once participant eligibility has been confirmed. Additional fees may be incurred due to a variation in the standard delivery model (I.e. delivery method or resource requirements). Any additional fees will be specified within a written agreement between AUSTRALIAN TRADE TRAINING COLLEGE and the school.

PAYMENT METHODS

Fees may be paid by cash, direct debit or EFTPOS methods (Only Visa or MasterCard credit cards are accepted). Payment must be made within invoice terms and prior to the date stated on the invoice. Direct Debit must be arranged if payment cannot be met within the stated terms.

REFUND POLICY

CERTIFICATE 3 GUARANTEE & HIGHER-LEVEL SKILLS

- All notifications of withdrawal from a qualification or request for refunds must be made in writing to Training Services via email at training@attc.org.au.
- Once training has commenced in the qualification, no refund is available of any qualification fees paid unless the participant can provide a medical certificate or show extreme personal or financial hardship.
 - a) In the case of online learning, training and assessment is deemed to have commenced once the student has been issued a username and login.
 - b) In the case of face-to-face learning, training and assessment is deemed to have commenced on the first day/date of training – either at the participants’ workplace, the college premises or any other agreed upon location where face-to-face training and/or assessment is conducted.
 - c) For the purpose of RPL, training and assessment includes the act of providing advice and discussing forms of evidence required to assist in proving competency within a qualification.
- Refunds will be approved only at the discretion and consideration of the RTO Manager.
- All refund amounts, should they be approved will be paid within 28 calendar days after written confirmation to the student.
- The refund amount will be paid directly to the person who completes the Tuition Fee Agreement and/or was issued with an invoice in Australian dollars unless it is impractical. Any transfer or other bank charges incurred will be deducted from the refundable amount.

VOCATIONAL EDUCATION AND TRAINING IN SCHOOLS (VETiS)

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- Once training has commenced in the qualification, no refund is available of any qualification fees paid unless the participant can provide a medical certificate or show extreme personal or financial hardship.
 - a) In the case of online learning, training and assessment is deemed to have commenced once the student has been issued a username and login.
 - b) In the case of face-to-face learning, training and assessment is deemed to have commenced on the first day/date of training – either onsite or at the college premises.
 - c) Any other alternate delivery methods will specify details of the refund policy within a written agreement between the school and AUSTRALIAN TRADE TRAINING COLLEGE
- Refunds will be approved only at the discretion and consideration of the RTO Manager.
- All refund amounts, should they be approved will be paid within 28 calendar days after written confirmation to the school.
- The refund amount will be paid directly to the school in Australian dollars unless it is impractical. Any transfer or other bank charges incurred will be deducted from the refundable amount.

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