

USER CHOICE - APPRENTICESHIPS AND TRAINEESHIPS FUNDED BY THE QUEENSLAND GOVERNMENT			
Please note apprentices and traineeships funded by Queensland Government under the User Choice contract are invoiced at commencement of each unit and is calculated at \$1.60 per nominal hours. The below figures may vary depending on the unit of competencies being completed.			
QUALIFICATION		STUDENT CONTRIBUTION FEE	
AUTOMOTIVE		NOMINAL HOURS	FEE
AUR20218	Certificate II in Automotive Air Conditioning Technology	335	\$536.00
AUR30316	Certificate III in Automotive Electrical Technology	935	\$1,496.00
AUR30616	Certificate III in Light Vehicle Mechanical Technology	965	\$1,544.00
AUR31016	Certificate III in Automotive Sales (Parts Interpreting)	575	\$920.00
AUR31116	Certificate III in Heavy Commercial Vehicle Mechanical Technology	1150	\$1,840.00
BUSINESS			
BSB30120	Certificate III in Business	450	\$720.00
CONSTRUCTION		NOMINAL HOURS	FEE
CPC10111	Certificate I in Construction	314	\$502.40
CPC30120	Certificate III in Shopfitting	810	\$1,296.00
CPC30116	Certificate III in Shopfitting	724	\$1,158.40
CPC30211	Certificate III in Carpentry	926	\$1,481.60
CPC31920	Certificate III in Joinery	975	\$1560.00
CPC31912	Certificate III in Joinery	1042	\$1,667.20
CPC32413	Certificate III in Plumbing	946	\$1,513.60
CPC32612	Certificate III in Roof Plumbing	437	\$699.20
MSF20313	Certificate II in Furniture Making	296	\$473.60
MSF31113	Certificate III in Cabinet Making (Kitchen and Bathroom)	1001	\$1,601.60
MSF31113	Certificate III in Cabinet Making (Furniture Making)	884	\$1,414.40
ELECTROTECHNOLOGY			
UEE30820	Certificate III in Electrotechnology Electrician	1110	\$1,776.00
UEE33020	Certificate III in Electrical Fitting	1140	\$1,881.00
UEE30811	Certificate III in Electrotechnology Electrician	1060	\$1,696.00
UEE33011	Certificate III in Electrical Fitting	1140	\$1,824.00
HOSPITALITY/COOKERY			
SIT20416	Certificate II in Kitchen Operations	348	\$556.80
SIT30616	Certificate III in Hospitality	277	\$433.20
SIT30816	Certificate III in Commercial Cookery	825	\$1,320.00
SIT30916	Certificate III in Catering Operations	430	\$688.00
SIT40516	Certificate IV in Commercial Cookery	1360	\$2,176.00
METALS AND ENGINEERING		NOMINAL HOURS	FEE
MEM30205	Certificate III in Engineering – Mechanical Trade	940-980	\$1504.00 - 1568.00
MEM30205	Certificate III in Engineering – Mechanical Trade (Maintenance – Diesel Fitting)	940-980	\$1504.00 - 1568.00
MEM30205	Certificate III in Engineering – Mechanical Trade (Maintenance – Fitting and/or Turning)	940-980	\$1504.00 - 1568.00
MEM30205	Certificate III in Engineering – Mechanical Trade (Machining)	940-980	\$1504.00 - 1568.00
MEM30305	Certificate III in Engineering – Fabrication Trade	940-980	\$1504.00 - 1568.00
MEM30305	Certificate III in Engineering – Fabrication Trade (Heavy Fabrication – Boilermaking)	940-980	\$1504.00 - 1568.00
MEM30305	Certificate III in Engineering – Fabrication Trade (Light Fabrication – Sheetmetal)	940-980	\$1504.00 - 1568.00
MEM30305	Certificate III in Engineering – Fabrication Trade (Boilermaking/Welding)	940-980	\$1504.00 - 1568.00

MEM40105	Certificate IV in Engineering (Higher Engineering Trade)	1300	\$2080.00
OTHER			
Replacement Training Record Book		N/A	\$40.00

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.

USER CHOICE - APPRENTICESHIPS AND TRAINEESHIPS

- User Choice Funded Apprentices/Trainees are exempt from the Enrolment Fee.
- Student Contribution Fees are a participant's contribution to the cost of tuition. Student Contribution Fees under the User Choice program funded by the Queensland government, are set at \$1.60 per nominal hour for each Unit of Competency. These are calculated and to be paid at the commencement of each unit.
- The participant may be entitled to a partial exemption of 60% off the Student Contribution Fees if the participant falls into one or more of the following exemption categories:
 - The participant was or will be under 17 at the end of February in the year in which training is being provided and is not at school and has not completed grade 12. Units commenced after the participant turns 18 will be charged in full, unless one or more of the below applies;
 - The participant holds a health care card, pensioner card or is the partner or dependent of a person who holds a health care card or pensioner concession card and is named on the card;
 - The participant is an Aboriginal or Torres Strait Islander person;
- Participants who commence training into a high priority qualification within twelve months of completing Year 12 and provide evidence of such 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.
- Employer Contribution Fees, if applicable, are listed within the Employer Contribution Fee form provided and acknowledged upon enrolment of the participant.
- Australian Trade Training College may refuse to provide training and assessment services to an Apprentice/Trainee if the Apprentice/Trainee does not pay their Student Contribution Fee despite being advised of the fees policy prior to enrolment.

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

USER CHOICE - APPRENTICESHIPS AND TRAINEESHIPS

- Withdrawal is determined once notification of cancellation of training contract has been received by Australian Trade Training College from the Department of Education and Training.
- Student Contribution Fees for units started although not completed, and therefore withdrawn, will be refunded on a pro-rata basis. This is calculated by the actual hours of training and assessment undertaken by the participant, as compared to the nominal hours previously charged for upon commencement of that unit.
- Full refund of Student Contribution Fees will be provided to participants who have been charged for training delivery that has not yet commenced at the time of cancellation of enrolment.
- Full refund of Employer Contribution Fees will be provided on a per-unit-of-competency basis for units where training has not yet commenced at the time of cancellation of a participant's enrolment.
- Where applicable, no refund of Employer Contribution Fees will be forthcoming for units of competency where training has commenced.
- All refund amounts will be paid within 28 calendar days after written confirmation of cancellation of training contract has been received by Australian Trade Training College.
- 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.

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Date Created: 06/2016	Review Date: 04/2022	Next Review Date: 07/2022	Version 12.2	
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