

WESTERN AUSTRALIA



FEE STRUCTURE FOR GOVERNMENT SUBSIDISED COURSES

To eligible students, training is delivered with Western Australian Government, Future Skills WA funding.

Please refer to the eligibility section of our website to ascertain your eligibility for a Government subsidised place. If you are not eligible for a subsidised place, please refer to the Fee Structure for Fee for Service Course further below.

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student services and resource fees.

Category of enrolment	Fee rate per nominal hour	Maximum Course Fee
Non-concession Student		
Diploma, Advanced Diploma and Existing Worker Traineeships	\$5.79	\$7,860
Apprenticeships, Traineeships* and Priority Industry Qualifications (up to Certificate IV)	\$3.25	n/a
General Industry Training (up to Certificate IV)	\$4.88	n/a
Foundation Skills and Equity Courses	\$0.21	n/a
Concession Student		
Concession – eligible Diploma and Advance Diploma Courses	\$1.74	n/a
Apprenticeships, Traineeships* and Priority Industry Qualifications (up to Certificate IV)	\$0.97	n/a
General Industry Training (up to Certificate IV)	\$1.47	n/a
Foundation Skills and Equity Courses	\$0.21	n/a
Materials Fee	\$200	

* Excludes existing worker traineeships. Existing worker trainees at any qualification level are charged at the \$5.79 fee rate and are not eligible for fee concessions.

For secondary school aged persons not enrolled at school, the maximum course fee chargeable in 2021 is \$420. The maximum is the total fee for all courses the student is enrolled in. For these students, course fees for courses that are below Diploma level are calculated at the concessional rate until the student reaches the fee cap. The Diploma and Advanced Diploma course fee maximum does not apply to these students.

FEES FOR GOVERNMENT SUBSIDISED COURSES

Course Name	Course Code	Indicate scheduled hours	Indicative fee (Government subsidised) Excludes materials fee	Indicative concession fee (Government subsidised) Excludes materials fee
Certificate III Sport, Aquatics and Recreation	SIS30122	490	\$1,592.50	\$475.30
Certificate IV in Sport, Aquatics & Recreation	SIS40122	565	\$1836.25	\$548.05

NOTE: The same hourly rate applies for Recognition of Prior Learning (RPL). Students are not charged for a Credit Transfer (CT).

Generally, School Based Trainees undertaking either a Certificate II in Business or Certificate II in Sport and Recreation are tuition fee exempt in Western Australia. Only a \$200 materials fee will be charged.

MATERIALS FEE: \$200

* Materials fees are paid for items used in the course which the student then owns

Each student will be provided with an itemised list of all fees and materials required (including tuition fees, materials fee) prior to enrolment. The itemised list will include the actual tuition fee per hour (including any Recognition of Prior Learning) that the student is being charged.

OTHER FEES AND CHARGES:

Re-issue of a Certificate / Testamur (includes statement of results/attainment)	\$50
Re-issue of Statement or Results / Attainment only	\$25
Re-issue of Workbooks (if workbook is lost or damaged)	\$15

ELIGIBILITY FOR GOVERNMENT SUBSIDISED TRAINING

A Training WA program, Future Skills WA is funded by the West Australian Department of Training and Workforce Development.

Unless otherwise specified, the following enrolment categories will not be funded:

- Persons whose primary place of residence is not in Western Australia, with the exception of Apprentices who have:
 - a training contract registered in Western Australia; and
 - a Western Australian workplace address; and
 - the training is undertaken in Western Australia, if available.
- Residents of Christmas Island or Cocos Island;
- Persons who are neither Australian citizens nor permanent residents of Australia unless they are holders of approved temporary visa subclasses, or spouses or dependents that accompany 457 visa holders.
- Prisoners;
- Secondary school students;
- Persons under 15 years of age;
- Persons under 18 years of age in the year of enrolment unless under a DoE Notice of Arrangement (NoA) (Full Time) or exempted from the School Education Act 1999. This does not include students undertaking a school based program such as an Apprenticeship, Traineeship, Pre-apprenticeship or Aboriginal School Based Training (ASBT) students
- Enrolments in training programs that are not accredited or which fall outside of the Service Provider's scope of registration;

- i. Enrolments in units of competence (UoCs) for which the payment for the reported outcome is shown within the payment ratio table, Service Payment as 0%;
- j. Students who do not meet the eligibility criteria for the target group(s) specified in these Business Rules;
- k. Students that do not have a valid USI;
- l. Students who do not commence Training within the student commencing start and end dates as defined in the CPS ; and
- m. Individuals recruited by a third party on behalf of the Service Provider for a fee.

Interstate trainees may be eligible for publicly funded training, please refer to the [VET Fees and Charges Policy 2019](#) for eligibility requirements.

If you are not eligible for a Government subsidised course, you may be able to enrol as a Fee for Service student. Please see the Western Australian Fee Structure for Fee for Service courses section of the website for indicative fees.

COURSE FEE CONCESSION

The following students are entitled to the concession rate on course fee:

- a) Persons and dependants of persons holding:
 - I. A Pensioner Concession Card.
 - II. A Repatriation Health Benefits Card issued by the Department of Veterans' Affairs.
 - III. A Health Care Card.
- b) Persons and dependants of persons in receipt of AUSTUDY or ABSTUDY.
- c) Persons and dependants of persons in receipt of the Youth Allowance.
- d) Persons and dependants of persons who are inmates of a custodial institution.
- e) Secondary school aged persons, not enrolled at school.

If the concession is valid for the full enrolment period, then all eligible units commenced within that period attract the concession rate. If the concession is valid for part of the enrolment period, then only eligible units commenced on or after the start date and prior to the expiry of the concession attract the concession rate.

Evidence of eligibility for concession must be presented at the time of enrolment. Students without evidence of eligibility for concession must pay the non-concession rate.

For your enrolment to be valid and to receive the Government funded fee rate, original copies of evidence of eligibility must be sighted, or a certified copy of the original documents presented.

VET IN SCHOOLS

Secondary school students are exempt from course and resource fees if they:

- a) are enrolled at school, as defined in the School Education Act 1999; and
- b) are undertaking a VET course.

STUDENTS IN STATE GOVERNMENT CARE

Students not enrolled at school are exempt from course and resource fees if they:

- a) are under the care of the Chief Executive Officer of the Department for Child Protection and Family Support; and
- b) are a secondary school aged person; or
- c) are under 18 years of age.

Students in State Government care who are enrolled at school are eligible for a fee exemption

INTERSTATE STUDENTS

Students residing in other Australian States or Territories are charged at fee-for-service rates.

Apprentices and trainees may be eligible for publicly funded training if the:

- training contract is registered in Western Australia; and
- workplace is in Western Australia; and
- training occurs in Western Australia, unless the training is only available in another state or territory.

PLEASE ENSURE YOU READ THE 'IMPORTANT NOTE' SECTION FURTHER BELOW.

FEE STRUCTURE FOR FEE FOR SERVICE COURSES

The student tuition fees are indicative only and subject to change given individual circumstances at enrolment.

Course Name	Course Code	Indicative Tuition Fee per Scheduled Hour	Indicative Scheduled Hours	Indicative Fee (Fee For Service) Excludes materials fee
Certificate III Sport, Aquatics and Recreation	SIS30122	\$6.92	520	\$3,600
Certificate IV in Sport, Aquatics & Recreation	SIS40122	\$6.61	590	\$3,900
Certificate IV Sport Development	SIS40421	\$9.40	415	\$3,900
Certificate II Workplace Skills	BSB20120	\$10	340	\$3,400
Certificate III Business	BSB30120	\$7.50	480	\$3,600
Certificate IV in Business	BSB40120	\$7.96	490	\$3,900

NOTE: The same hourly rate applies for Recognition of Prior Learning (RPL) and Credit Transfer (CT)

No Concession rates are available for a Fee for Service course

MATERIALS FEE*: **\$200**

* Materials fees are paid for items used in the course which the student then owns

Each student will be provided with an itemised list of all fees and materials required (including tuition fees, materials fee) prior to enrolment. The itemised list will include the actual tuition fee per hour (including any Recognition of Prior Learning) that the student is being charged.

NOTE: The same hourly rate applies for Recognition of Prior Learning (RPL) and Credit Transfer (CT)

OTHER FEES AND CHARGES:

Re-issue of a Certificate / Testamur (includes statement of results/attainment)	\$50
Re-issue of Statement or Results / Attainment only	\$25
Re-issue of Workbooks (if workbook is lost or damaged)	\$15

ELIGIBILITY FOR FEE FOR SERVICE TRAINING

To be eligible

- You must meet all pre-course requirements, (this could include Language, Literacy and Numeracy minimum standards and appropriate workplace/training requirements) including pre-requisites (if applicable to the course)
- You must not be visiting Australia on a Student Visa

For further information about our courses, please contact SportsReady Education on 03 8413 3528 or email education@aflsportsready.com.au

IMPORTANT NOTE:

The Australian Skills Quality Authority (ASQA) standards require training organisations to charge no more than \$1,500 for enrolment fees prior to course commencement. This includes enrolment tuition and materials fees.

On enrolment, your first fee payment to SportsReady Education will not exceed \$1,500 and any further payments (generally after week eight (8) and week twelve (12) from course commencement) will not exceed \$1,500 in any one invoice.

The first \$1,500 fee invoice you receive, will be broken into a first payment of \$1,300 tuition fee and the \$200 material fee.

For third party payments (where an invoice will be paid by an employer) the full fee will be charged in one invoice at enrolment.

PAYMENT METHODS

You may pay fees and other enrolment-related charges by: EFT, Credit Card, Internet transfer or have us Invoice to a Third Party (Authority in writing must be provided) Note: cash is not accepted.

If you are unable to pay via EFTPOS or Credit Card, please contact SportsReady Education on (03) 8413 3528 to arrange an alternative method of payment.

WHEN TO PAY YOUR FEES

Fees must be paid as per the payment terms stated on invoices. Failure to adhere to the payment terms may result in suspension or cancellation of your attendance in the course until all outstanding fees are paid.

Non-payment of fees will also prevent you receiving on course completion, your Qualification Certificate / Testamur and or Statement of Results.

If you are having any difficulty with a payment, please contact SportsReady Education on (03) 8413 3528 or email education@aflsportsready.com.au to discuss alternative arrangements.

ENTITLEMENTS ON ENROLMENT AND PAYMENT OF FEES

Only when your enrolment is complete will you be entitled to:

- attend class
- sit for examinations
- receive educational awards

PRIVACY

SportsReady Education will at all times abide by our Consent Form: Disclosure of Personal Information form and the relevant Privacy Act

Information that you provide to us will at all times be dealt with in a confidential and private manner. All documentation provided to us for payment and eligibility purposes will be held in a secure manner and disposed of in accordance with the relevant Privacy Act.

For the full SportsReady Education Privacy policy please go to: <http://www.aflsportsready.com.au/privacy-policy>

REFUNDS AND WITHDRAWALS

The refunds policy will be stated in the documentation supplied to participants prior to the commencement of the course.

A refund will only be issued under the following circumstances and in line with State regulations:

- Where a student notifies SportsReady Education in writing and/or completes a withdrawal form within four (4) weeks of the course commencement date
- Withdrawal forms can be obtained by contacting the Student Administration team on (03) 8413 3528
- Students who have overpaid an invoice issued to them and have proof of overpayment.
- Where the student pays fees in arrears and the course is cancelled by SportsReady Education prior to the course commencement date, all monies paid will be refunded;
- Where SportsReady Education is unable to deliver training as a Registered Training Organisation, any payments made in arrears will be refunded

NOTE: Where a participant commences a course and is unable to complete, no refund will be due.

WITHDRAWAL WITHIN FOUR (4) WEEKS OF THE COURSE COMMENCEMENT DATE

If a student withdraws within four (4) weeks of the course commencement date and has notified this withdrawal in writing, a full refund of the tuition fee paid for the course will be made. No further tuition fees will be charged for the course.

No refund of the materials fee paid will be available unless all issued work books are returned unused and in good condition.

WITHDRAWAL AFTER FOUR (4) WEEKS OF THE COURSE COMMENCEMENT DATE

If a student withdraws after four (4) weeks of the course commencement date, a refund will not be provided for any fees paid, however no further remaining tuition fees will be charged.

No refund of the materials fee paid will be available.

A refund of all or part of the fee or concession fee may be given in the following exceptional circumstances:

- you enrolled in a course that has been cancelled by the RTO
- you enrol in a course only to repeat a failed unit/module but are then granted a pass in that unit/module by an Assessment Review Committee
- you formally advise the RTO, before classes commence and with no attendance or participation in training, that you are withdrawing from the course
- the RTO delegate is of the opinion that you would be unreasonably disadvantaged if you were not granted a refund, for example if you meet with a serious misadventure and you were unable to continue your enrolment

A refund may also be given in other appropriate circumstances, such as:

- Extended hospitalisation or illness (2 weeks minimum) supported by a medical certificate and resulting in extended absence from classes. In this case a refund for the remainder of the course may be given

WHEN A REFUND IS NOT GIVEN

Circumstances not usually regarded as grounds for a refund include:

- job change
- change in work hours
- inconvenience of travel to college
- moving interstate
- redundancy/retrenchment

CONSUMER PROTECTION INFORMATION

SportsReady Education will ensure that all students and potential students are well informed of their rights and options for making a complaint or providing feedback about their training.

The SportsReady Education (AFL SportsReady) Grievances, Complaints and Appeals policy is available here, or by contacting our Student Administration on 03 8413 3528 or by emailing education@aflsportsready.com.au

Information on the Smart and Skilled Consumer Protection strategy is available via:

- The Smart and Skilled website – [Consumer protection for students](#)
- Contacting the Smart and Skilled information hotline on 1300 772 104

WHAT NEXT?

To discuss enrolling in a course; or if you have any questions regarding

- eligibility for Government funding
- fees you may have to pay
- concession entitlement
- or a fee refund:

Please contact the SportsReady Education Student Administration team on (03) 8413 3528 or email education@aflsportsready.com.au