



Student Fees and Charges Policy - 2021

Policy purpose

This document sets out the 2021 tuition fees and charges for North Regional TAFE (NR TAFE). NR TAFE fees are determined by the Department of Training and Workforce Development (DTWD), and should be read in conjunction with the Vocational Education and Training (VET) Fees and Charges Policy 2021.

Student fees and charges are approved by Governing Council.

This policy is reviewed and updated annually to reflect state government changes and Delivery and Performance Agreement requirements.

Policy scope

This policy applies to all student fees and charges related to training delivered by NR TAFE, and includes fees and charges for the following:

- Profile courses, including individual units and modules
- Apprentices and trainees
- Short courses and skill sets
- Commercial delivery
- Recognition of Prior Learning (RPL).

Definitions

The following definitions apply in this document:

Commercial	<i>Delivery of training or training-related services, which is funded only by fees paid by the participant or organisation requesting the training, i.e. not State Government, subsidised.</i>
Course fees	<i>Fees which contribute to the cost of training delivery and which are supplemented by state government funding.</i>
Incidental fees	<i>Additional fees as specified in this policy.</i>
Other fees	<i>Non-essential goods and services or goods and services that can be obtained in another way or from another supplier.</i>
Profile course	<i>a course, which is subsidised by the state government.</i>
Resource fees	<i>Fees for materials purchased by the College to be consumed or transformed by students in the course of training.</i>
Semester	<i>A six month period that contains the study start date of a unit.</i>
Short course	<i>a training course typically scheduled to be completed in 40 nominal hours or less. A Short course can be either accredited or non-accredited. Short courses may be profile funded or Commercial.</i>
Skill set	<i>a combination of accredited Units of Competency, typically between 40 and 260 nominal hours in total. Skill Set training is always associated with a work outcome. Skill sets are always accredited and are generally profile funded.</i>
Tuition fee	<i>Course fees and resource fees.</i>
Unit	<i>A discrete unit or module of study.</i>
Youth	<i>A person who has reached 15 years of age but has not reached the end of the calendar year in which they turn 25 years of age.</i>



Payment of fees and charges

Enrolment in a College course is not complete, and training does not commence, until one of the following is in place:

- all prescribed tuition fees and charges are paid by the student, or
- commitment is received from a third party to pay the fees, or
- deferred payment arrangements agreed through a NR TAFE Direct Debit Agreement are made, or
- fees and charges have been waived, or
- A VET Student Loan (VSL) application is completed, approved and processed.

Fees for government subsidised courses

Students enrolled in government subsidised courses may be charged:

- course fees
- resource fees
- Incidental fees.

Course fees

Course fees are mandated by the [Department of Training and Workforce Development](#) and are based on the number of hours assigned to each unit (see below).

QUALIFICATION CATEGORY	Course fee per nominal hour
Non-concession student	
Category 1 -Diploma and Advanced Diploma* and Existing Worker Traineeships	\$5.79
Category 2 -Apprenticeships, Traineeships**, and Priority Industry Qualifications (up to Certificate IV)	\$3.25
Category 3 -General Industry Training (up to Certificate IV)	\$4.88
Category 4 -Foundation Skills Courses (including equity courses)	\$0.21
Category 5 -Targeted fee relief courses	\$1.62
Category 6 –Fee-Free Courses	\$0.00
Concession student	
Category 1 -Concession-eligible Diploma and Advanced Diploma courses***	\$1.74
Category 2 -Apprenticeships, Traineeships**, and Priority Industry Qualifications (up to Certificate IV)	\$0.97
Category 3 -General Industry Training (up to Certificate IV)	\$1.47
Category 4 -Foundation Skills Training (including equity courses)	\$0.21
Category 5 -Targeted fee relief courses	\$0.48
Category 6 – Fee-free courses	\$0.00

* Excludes Diploma and Advanced Diploma Qualifications that are Targeted Fee Relief courses.

** Excludes Existing Worker Traineeships and Targeted Fee Relief Apprenticeships and Traineeships

***Refer to the policy section of DTWD for a list of qualifications for 2021.

A ready reference to the student fee rates and fee caps by student cohort is provided at Attachment A.



Particular note should be taken of the additional points below in relation to course fees.

1 Fee caps, waivers and exceptions

- An annual course fee cap of \$7,860 will apply to all Category 1 Diploma and Advanced Diploma courses.
(Note that the fee cap for Diploma Courses is applied for each course enrolment)
- The maximum course fee for non-concession students undertaking a Targeted Fee Relief course in 2021 is \$1,200. For concession Students and Youth, the maximum course fee for undertaking a Targeted Fee Relief course in 2021 is \$400. These maximums apply per course in 2021.
- Eligibility for the Fee-Free COVID19 Critical Skills Program Skill Sets is limited to Western Australian residents, there are no other restrictions.
- Students who are enrolled at school and undertaking VET Delivered to Secondary Students funded by the Department in 2021 are eligible for a course and resource fee exemption.
- A cap of \$420 per year will apply for secondary school aged students (born on or after 1 July 2003 who are at least 15 years old) who are not enrolled at school. The cap applies irrespective of the number of courses a student is enrolled in.
- Where a course is reclassified into a different category during the year, the reclassification does not affect fees payable for units of the course commenced prior to the reclassification date. If a course is reclassified as Targeted Fee Relief, then the Targeted Fee Relief course fee caps only apply to units commenced on or after the date of reclassification. Where a student has paid for units in a course that has been reclassified and the units will commence on or after the reclassification date, the student is entitled to a refund if the amount of fees paid exceeds the course fees applicable following the reclassification. The refund will be calculated as the difference between the amount paid and the new applicable course fees. Where the amount of fees paid is less than the course fees applicable following the reclassification, the student is not required to pay the difference between the amount paid and the new applicable course fees.
- Students who are under the care of the Chief Executive Officer of the Department for Child Protection and Family Support are exempt from paying fees.
- If an existing worker traineeship is listed on the [Existing Worker Traineeship Funded List](#) it is charged at \$5.79 per nominal hour in 2021. If not listed on the funded list it is charged at a Fee Rate of \$14.77 per nominal hour, plus the applicable resource fees.

2 Recognition of Prior Learning (RPL)

Fees for RPL for vocational courses will be \$20.00 per unit. No concession fee and/or payment plans are available. Fee caps do not apply.

3 Re-enrolling in the same unit

Students wishing to enrol in a unit in which the student has already obtained competency will be charged at the Fee Rate of \$14.77 per nominal hour, plus the applicable resource fee.



Resource fees

Resource fees cover materials purchased by the College to be consumed or transformed by students in the course of training. Resource fees are charges for materials that are considered essential to a course or unit of study and which do not form part of the course fee.

Any equipment that will be retained by the student as his or her own personal property must be purchased separately by the student. Students will not be charged for hiring, leasing, purchase or depreciation of equipment or general infrastructure. Excursions will be charged to students as they arise.

Incidental fees

Incidental fees include:

Re-issue of Academic Statement or issue of card in addition to Academic Statement	\$20.00
Replacement of Award/Qualification	\$50.00
Assessment only	\$20.00
Remote assessment supervision	\$50.00
Issue and re-issue of WorkSafe White Card	\$25.00
Senior First Aid	Rate as defined by the Licensing body
Marine Radio Operator examination application	Rate as defined by the Licensing body
WorkSafe High Risk Licence	Rate as defined by the Licensing body for a new Licence

Fee concession entitlement

The following students are entitled to the concession rate on course fees at Certificate Levels I through to IV, except for Foundation Skills courses.

- 1 Persons and dependants of persons holding a:
 - Pensioner Concession Card
 - Repatriation Health Benefits Card issued by the Department of Veterans' Affairs
 - Health Care Card.
- 2 Persons and dependants of persons in receipt of:
 - AUSTUDY or ABSTUDY
 - Youth Allowance.
 - Commonwealth's JobKeeper, Jobactive, Online Employment Services or ParentsNext
- 3 Persons who are inmates of a custodial institution.
- 4 Secondary school aged persons, not enrolled at school.

Proof of eligibility for concession must be shown at the time of enrolment.



Apprentices and trainees

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.

Where trainees and apprentices are eligible for training, course fees apply as per the fee rates in the table above and additional resource fees may be charged.

Short courses & Skill sets

Short courses and Skill sets may be offered under Profile or costed and charged at Commercial rates determined by the Training Manager. Costing sheets for Commercial courses must be approved by the Training Manager and endorsed by the Chief Financial Officer. Concessions, Payment Plans and/or Fee Waivers are not available for Short courses.

VET delivered to Secondary Students

A student's school enrolment status will determine the funding stream and statutory fees that apply as outlined in the [VET Qualifications Register for Secondary Students 2021](#)

Secondary school students undertaking VET courses, including apprenticeships and traineeships, as part of a publicly funded VET delivered to secondary students program (year 11 and 12 only) are exempt from course and resource fees. [VET Delivered to Secondary Students Funded list 2021](#)

Interstate (multijurisdictional) students

Students residing in other Australian States or Territories are charged at Fee Rate of \$14.77 per nominal hour, plus applicable resource fees or \$7.39 per nominal hour for RPL).

See further information for 'Fly In, Fly Out' (FIFO) workers above under *Apprentices and trainees*.

Temporary residents

Persons holding a temporary visa (and secondary holders of a temporary visa) may be eligible for state government subsidised training, depending on the visa type, and may be eligible for fee waivers and concessions. Where the temporary visa holder is not eligible for subsidised training, tuition fees will be charged at the Fee Rate of \$14.77 per nominal hour plus, applicable resource fee or \$7.39 per nominal hour for RPL.

Information about temporary visa holder's eligibility for funded training can be found at [DTWD advice - Visa Subclass Guide for VET Mainstream Courses](#).

VET Student Loans

VET Student Loans, commenced on 1 January 2017, Information on VET Student Loans is available at www.education.gov.au/vet-student-loans and [North Regional TAFE VET Student Loans](#) with a list of approved courses, eligibility rules and How to Apply.



Document owner to complete

Document owner	Manager Client Services	
Responsible committee	Executive Management Team	
Responsible director	Director Organisational Services	
Related policies and documents	DTWD VET Fees and Charges Policy 2021 DTWD VET delivered to Secondary Students funded list for 2021 Policy Student Withdrawal and Refund Policy Direct Debit Procedure – FC005PRO Direct Debit Request Form – FC004FRM Fee Waivers and Credits Procedure - FC009PRO Fee Waiver Application Form – FC001FRM Application for Fee Credit – FC002FRM Debtor Invoicing, Recovery and Write Off Procedure – FC007PRO VET Student Loans Student Admissions Policy – CS008POL DTWD advice - Visa Subclass Guide For VET Mainstream Courses	
If applicable	Document number	Document name
Removal required of superseded policy or other document?		
Remove these obsolete Pilbara policies from the intranet		
Remove these obsolete Kimberley policies from intranet		

QMS to complete

Policy number	To be added by QMS
Date approved	Date of Executive meeting or MD's email
Date of next review	Generally 3 years

Return to QMS@nrtafe.wa.edu.au with Director's approval to have the policy listed on policy corner. If policy corner not required attach written endorsement from Executive or MD. QMS will finalise and put on register and intranet.