RGIT must provide fee waivers to eligible students. Generally speaking waivers are available to concession card holders and registered job seekers.

**Concession Fees**

RGIT may grant a fee concession:

- to an Eligible Individual who holds a relevant concession card in accordance with the *Ministerial Directions about Fees*; or
- to an Indigenous student under the Indigenous Completions Initiative;

RGIT will be reimbursed by the Commission for income foregone as a result of charging the minimum tuition fee to that individual.

RGIT must retain copies of all documentation demonstrating an individual’s eligibility for the fee concession granted by the RTO for audit purposes and to meet the record keeping requirements of the *Ministerial Directions about Fees*.

**Job Seekers Fee Waiver**

RGIT must apply a fee waiver to an Eligible Individual who is a Job Seeker. A 'Job Seeker' is defined as a person who is:

- registered with an Employment Services Provider (ESP); and/ or
- a participant in the Commonwealth Government’s Community Development Employment Program and/or Access Program.

The Job Seeker fee waiver to be applied by the RTO is limited to enrolments in Certificates I, II, III, and IV and does not extend to any other fees, such as student services and amenities fees.

The RTO must sight and retain a copy of the original Job Seeker Referral form, and then return the original to the individual. On enrolment, a copy of this form must also be returned by the RTO to the Job Seeker’s referral agency, along with an invoice for the fees related to the Job Seeker’s training. No fees will be reimbursed to the RTO by HESG for Job Seekers.