

VFH – Statement of VET Tuition Assurance



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Responsible Division & Unit:	VET FEE-HELP Compliance
Supporting documents, procedures & forms of this policy:	VFH – Statement of VET Tuition Assurance Procedure VET Tuition Assurance Offer
Relevant Legislation & External Documents:	Higher Education Support Act 2003 [C2016C00124] Higher Education Support (VET) Guidelines 2015 [F2015L02124] Standards for Registered Training Organisations (RTOs) 2015 [F2014L01377]
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VFH – Statement of VET Tuition Assurance



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1 Purpose of Statement

- 1.1 This statement explains the VET Tuition Assurance requirements that RGIT has in place for a student enrolled in each of its eligible VET courses of study if:
- RGIT ceases to provide the course; and
 - At that time, the student was enrolled as a VET student in a VET unit of study forming part of the course
- 1.2 That all requirements under the Higher Education Support Act 2003 are met.

2 Definitions

Word/Term	Definition (with examples if required)
VET	Vocational Education Training
ASTAS	Australian Student Tuition Assurance Scheme
ACPET	Australian Council for Private Education and Training
HESA	Higher Education Support Act 2003

3 Application & Scope

- 3.1 This statement applies to all students acquiring VET FEE-HELP assistance for a course of study at RGIT.
- 3.2 This statement applies to all RGIT staff dealing with VET FEE-HELP students and coordinating the operations of VET Tuition Assurance.
- 3.3 This statement complies with:
- Schedule 1A of the HESA
 - Higher Education Support (VET) Guidelines 2015

4 Policy

- 4.1 Under the provisions of Schedule 1A of the HESA RGIT will comply with the VET Tuition Assurance requirements.
- 4.2 This is to protect students in the event that RGIT ceases to provide a VET course in which a student is enrolled in a VET unit of study forming part of the course.
- 4.3 In the event that RGIT ceases to provide a VET course of study in which a student is enrolled the student is entitled to a choice of either of the following two options:
- VET Tuition Fee Repayment option; or
 - VET Course Assurance option.

5 VET Tuition Fee Repayment option

5.1 A student who chooses this option is entitled to:

- a. a refund of his or her up-front VET payments for any VET unit of study that the student commences but does not complete because RGIT ceases to provide the VET course of study of which the VET unit forms part.
- b. Re-crediting of their FEE-HELP balance for any VET unit of study that the student commences but does not complete or cannot commence because RGIT ceases to provide the VET course of study of which the VET unit forms part.

6 VET Course Assurance option

6.1 A student that chooses this option:

- a. Is offered a place in a similar VET course of study that meets the requirements set out in HESA (subclause 45(1) of Schedule 1A).
- b. Is undertaken with second provider without any requirements to pay the second provider any VET tuition fees for any replacement fees.

6.2 Under RGIT's VET Course Assurance option, a student will be offered a place in a similar VET course of study by ASTAS.

6.3 If the student accepts this option, ASTAS will make all necessary arrangements to ensure a student is able to enrol with the Second Provider in the similar VET course of study which will lead to the same or a comparable qualification. A student will receive full credit from the Second Provider for any VET units of study successfully completed at RGIT. The Second Provider nominated by ASTAS may have different VET tuition fees to the fees the student would have paid for VET units of study which were part of the VET course of study that RGIT ceased to provide but which the student had not yet started studying.

6.4 A student is not obliged to enrol in a VET course of study with the Second Provider offered by ASTAS under the VET Course Assurance option.

6.5 If a student elects to enrol with any other VET provider, other than the second provider, there is no obligation on that VET provider to offer full credit for the VET units of study completed with the RGIT or to offer replacement VET unit/s free of charge.

7 ACPET ASTAS

7.1 Contact details for ACPET ASTAS are:

ACPET
Suite 101. Level 1.
126 Wellington Parade.
East Melbourne. VIC 3002
Ph: 1800 774 176

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8 The VET course/s of study for which RGIT has ASTAS membership is:

BSB51915	Diploma of Leadership and Management
BSB50215	Diploma of Business
BSB60215	Advanced Diploma of Business
SIT50313	Diploma of Hospitality
ICT50415	Diploma of Information Technology Networking
ICT50715	Diploma of Software Development
CHC50113	Diploma of Early Childhood Education and Care
CHC52015	Diploma of Community Services

9 Roles & Responsibilities

4.1 RGIT is the first body

4.2 ACPET ASTAS is the second body

10 Version Control and Change History

Version Control	Date Effective	Amendment
1	January 2010	Original
2	December 2012	Overall editing and update
2.1	August 2013	Review and update
2.2	February 2014	Review and update
2.3	March 2015	Review and update
3.0	April 2016	Review and update, new template
3.1	April 2017	Review and update