



APPRENTICESHIP TUITION FEES

Tuition fees are the non-government financial contribution to the cost of the training and assessment services provided by the Preferred Qualified Supplier (PQS). Eligible apprentices and trainees that meet the Queensland state funding requirements will be charged student tuition fees of \$1.60 per nominal hour, which are subject to change. Tuition fees are invoiced 40 days before commencement of each course block.

EXEMPTIONS

Partial exemption

Eligible students will be charged 40 per cent of the tuition fees where the participant falls into one of the following exemptions;

- The participant holds a Health Care Card or Pensioner Concession Card issued under Commonwealth law, or is the partner or a dependant of a person who holds a Health Care Card or Pensioner Concession Card, and is named on the card.
- The participant issues the PQS with an official form under Commonwealth law confirming that the participant, his or her partner or the person of whom the participant is a dependant, is entitled to concessions under a Health Care Card or Pensioner Concession Card.
- The participant is an Aboriginal or Torres Strait Islander person. Acceptable evidence is as stated on the Training Contract and Enrolment Form.
- The participant was or will be under 17 years of age at the end of February in the year in which the training is started, and the participant is not at school and has not completed year 12.

Full exemption

Eligible students will not be charged tuition fees where the participant falls into one of the following exemptions;

- Where payment of the student contribution fee would cause extreme financial hardship, then the PQS may waive these fees.
- The participant is a school-based apprentice or trainee
- The participant is undertaking a qualification as part of the Skilling Queenslanders for Work – Work Skills Traineeship program.
- The participant is under the age of 25 years at the commencement of their apprenticeship.
- Where credit transfer/national recognition has been applied to a unit of competency (please be aware that the student will still be required to pay tuition fees for units of competencies that have not been granted competent from prior learning)

FEES

The tables below lists the maximum costs per block covering all aspects of training, these fees will be invoiced at the commencement of each block.

CPC32413 – Certificate III in Plumbing

Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6	Stage 7	Stage 8	Stage 9	Stage 10	Stage 11
\$225.60	\$137.60	\$118.40	\$177.60	\$102.40	\$172.80	\$204.80	\$126.40	\$224.00	\$198.40	\$112.00
Total \$1800										

CPC32513 – Certificate III in Plumbing (Mechanical)

CP 02510 - Certificate in Air Handling (mechanical)										
Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6	Stage 7	Stage 8	Stage 9	Stage 10	Stage 11
\$353.60	\$137.60	\$118.40	\$177.60	\$102.40	\$172.80	\$204.80	\$152.00	\$214.40	\$182.40	\$112.00
				Stage 12	Stage 13	Stage 14				
				\$182.40	\$120.00	\$272.00				
				Total \$2502.40						



POST TRADE TUITION FEES

All course fees are payable in advance upon enrolment and must be cleared funds in the bank before training services are provided. If course cost is above \$1,500 the student will only be required to pay \$1,500 deposit at enrolment and a payment schedule will be developed for the remaining course fees. If payment is made by the employer full course fee may be paid.

Payment can be received in the form of electronic funds transfer, Visa/MasterCard or cheque made payable to The Service Trades College Australia.

The Service Trades College Australia employs financial management strategies to protect fees paid in advance.

CANCELLATION & REFUND OF FEES

STC is committed to offering the best possible training and assessment products and services to its students and corporate clients.

STC reserves the right to cancel a course if an insufficient number of students enrol in it. For the same reason STC may change or postpone course dates when circumstances beyond its control require it to do so. The student or employer will be provided an alternative date. STC reserves the right to provide an alternative date within a reasonable time frame, which will be no longer than 6 weeks from the date of cancellation. Where alternative training dates do not suit the student or employer, within 7 days of being notified of the new date, a full refund of fees will be made within 30 days of receipt of application for refund.

A student or employer is able to cancel a course within 10 days of the enrolment confirmation date (Cooling off period). Upon confirmation of cancellation within the cooling off period, the student or employer is eligible to receive a reimbursement of the full course fee. After the cooling off period has lapsed or if the student has accessed learning resources, the student or employer waives his/her/their right to request a refund.

Further, STC recognises that there may be special circumstances whereby students or corporate clients may have to cancel their course/unit of competency/module and where appropriate seek a refund of fees and charges. Clients who wish to cancel a course/unit of competency/module will need to apply for a refund of fees in writing to STC by completing a **Refund Request Form**, stating the reason for the request for refund and where applicable, including evidence to substantiate the claim submitted to STC General Manager for processing.

The first initial response from STC for these types of requests will be a review of the student's circumstance with a view to approving an extension of time to finish the course.

The College reserves the right to consider and approve each refund application on a case by case basis in light of each students or employers differing circumstances.

Refunds will be calculated according to the following table.

Number of days' notice	Refund
More than 10 days before course starts	Full refund of all fees, less \$200 administration fee
4 - 9 days before course starts	50% refund of fees
Within 4 days of course starting	No refund of any fees
After commencement of course	No refund of any fees
Online/correspondence courses	
Within 10 days of the enrolment confirmation date (cooling off period)	Full refund of fees