

FEES AND REFUNDS POLICY

RTO ID 91823

This fees and charges, refunds policy outline Rise Education and Training charges and collects fees for the delivery of training and services for domestic students under funding program and for fee for service students, where applicable, refund for course fees, products and services for the students.

Student undertaking courses under funded program by Queensland Government must pay the contribution fee to their training.

CONTRIBUTION FEE FOR CONCESSIONAL STUDENTS

Concessional Students	Courses	Per Unit Price	Total Unit	Total Course Fee
	CHC30113 Certificate III in Early Childhood Education and Care	\$6	18	\$108
	CHC50113 Diploma in Early Childhood Education and Care	\$5	28	\$140

CONTRIBUTION FEE FOR NON CONCESSIONAL STUDENTS

Non Concessional Students	Courses	Per Unit Price	Total Unit	Total Course Fee
	CHC30113 Certificate III in Early Childhood Education and Care	\$12	18	\$216
	CHC50113 Diploma in Early Childhood Education and Care	\$10	28	\$280

*Students are required to buy textbook at their own cost

Fee for Service Student

RISE EDUCATION AND TRAINING PTY LTD www.riseeducation.edu.au

Suite 4 Level 1, 322 Old Cleveland Road Coorparoo Qld 4151

Info@riseeducation.edu.au Tel: 07-3108 4133 ABN: 98 148 196 687

09/09/2019 V2.0 All pricing current as of September 2019

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Student who is not eligible for the Cert 3 Guarantee nor Higher Level Skill but wishes to undertake the training course at Rise Education and Training will be required to pay for full fee. The fee outline below:

Administration Fee Applies to All Fee For Service Students

Enrolment Fee	\$200
Material Fee	\$80
ID Card Replacement Fee	\$20
Replacement Testamur (Certificate, Qualification, Statement of Attainment)	\$50
Statement of Attainment (Record of results to date)	\$50
Progress Letter (Record of results to date)	\$20
PRL (Recognition of Prior Learning)	\$90 *

* PRL (Recognition of Prior Learning). Student who is seeking for RPL to do their studies at RISE will have to pay \$90 multiply by the units assessment.

* Material Fee includes a USB and the printed assessment workbook, Certificate, Statement of Attainment, Progress Letter and Student ID card.

Course Name	Total Course Fee
CHC30113 Certificate III in Early Childhood Education and Care	\$3880
CHC50113 Diploma in Early Childhood Education and Care	\$5460

*Students are required to buy textbook at their own cost.

Prior to commence the course, student can have the option to either pay the tuition fee by instalment with minimum \$500 every month till completing the course. Student who has difficulty to pay for the tuition fee, can be negotiated on an individual basis with the CEO in writing by email to info@riseeducation.edu.au

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No Certificate can be issued prior all the tuition fees are paid off. All fee will be reviewed from time to time, no notification will be given if fee had changed.

Rise Education and Training accept the following payment method from student or employer:

Electronic Bank Transfer (EFT)

Cheque (Bank Cheque/Money Order)

Cash (Walk in to the office to pay)

Upon receiving payment from student, RISE Education and Training will be issued an invoice detailing:

*The fee had been paid

*The unit had been paid

*The method paid through

*The time period in which the payment is required to be made for fee for service student

Credit Transfer or RPL student

Credit transfer or RPL student will be required to pay administration fee as outline above, and the unit cost fee will be based after granted and/or the remaining unit to be undertaken at Rise Education and Training.

Cooling off period for new enrolment

A cooling off period is 14 days after the date of commencement. If student wishes to withdraw after 14 days of course commencement. No fee will be refunded. Contribution fee will be based on pro rata to refund to employer or student.

Refunds

Training date are to be arranged with trainer and an enrolment form must be signed as well as administration fee and contribution fee must be paid. If student wishes to withdraw or cancel their enrolment within the cooling off period, administration fee and contribution fee will be fully refunded.

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If student wishes to withdraw or cancel their enrolment after 14 days of cooling off period, administration fee will not be refunded and contribution fee will be refunded based on pro rata any training not complete.

Training date are to be arranged with trainer and an enrolment form must be signed as well as administration fee and contribution fee must be paid. If fee for service student wishes to withdraw or cancel their enrolment within the cooling off period, administration fee and the tuition fee will be fully refunded.

If fee for service student wishes to withdraw or cancel their enrolment after 14 days of cooling off period, administration fee will not be refunded and tuition fee will not be refunded.

Student has to request for refund within 3 months, RISE will not handle refund if request over 3 months period.

Should RISE need to postpone a course for any reason, every effort will be made to reschedule the course within the following two months. If however, this is not possible or the rescheduled dates do not suit, student will be entitled to a full refund.

In the event that Rise Education and Training canceling a learning program for reasons outside the contrail of the learner, the learner will be entitled to a full refund or credit of funds for a future learning program.

This policy does not remove the right of either party to take further action under Australia's consumer protection laws for unpaid and overdue fees. Student may contact the Department of Fair Trading.

Where RISE collects student fees in advance, it will only accept payment of \$1000 from each individual student prior commencement of the course. Following course commencement, RISE may require payment of additional fee in advance from the student but only such that at any given time, the total amount required to be paid which is attributable to tuition or other services yet to be delivered to the student does not exceed \$1500.

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Refund Application Form can be downloaded from Rise Education and Training Website www.riseeducation.edu.au and refund application form email to info@riseeducation.edu.au

This new refund policy applies to the all students after it published in 2019. This policy is subject to review from time to time.