

## ADDITIONAL FEES and CHARGES

Activity	Fee
Enrolment Fee	\$350.00
Re-Enrolment Fee	\$200.00
Admin & Bank Charges for overseas transfers	\$50.00
Credit Card Surcharge	1.5% surcharge on Visa and Master Card and 3.75% on AMEX Credit card payments
Charges for late fee Payment- after 7 days	\$200.00
Charges for late fee Payment- after 14 days to one month	\$400.00
Charges for late fee Payment- after one month (include admin charges)	10% interest per month for the duration of outstanding fee
OSHC (single or family)	Varies by the insurance provider refer to letter of offer
Recourses Fee depend on your qualification	Varies by course refer to letter of offer
Moderation on appeal (per assessment task per unit)	No charge
"Make up" class for practical (per class)	\$350.00 (Per class)
"Make up" class (in support of the completion within expected duration policy) (per class)	\$250.00
Additional statement of attainment (one statement of attainment will be provided free of charge)	\$50.00
Replacement Diploma / Certificate	\$50.00
Academic support class (for two-hour class)	No charge
Re-Assessment (Third attempt onwards)	\$250 per unit
"One-on-one" mentoring (for two-hour class)	\$100.00
Replacement ID card	\$20.00
RPL assessment (per unit of competency)	\$350.00
RPL Charge per unit of competency	\$500.00
LLN skills assistance (per hour)	No charge
CV Development	No Charge
Peer Mentoring	No Charge

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**NSW Campuses**  
Level 1, 841 George Street, Haymarket NSW 2000  
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Career Guidelines	No Charge
Repeat Unit Fee	If, after following the reassessment process for a unit of competency, any of the assessment tasks have not been satisfactorily completed, the student's assessment outcome for the unit of competency remains "Not Yet Competent" and the student must repeat all the classes for that unit of competency. Charged on PRO RATA BASIS per unit (total course fee divided by number of units)
Second enrolment fee	\$350.00 (Payable at the second course)
Change of COE / Course	\$200.00 - This fee applies if student wish to change COE/Course.
Change of location / Transfer of Campus	\$200.00 - This fee applies if student wish to change location.
Deferment of Enrolment	\$200.00 - This fee applies if student wish to defer enrolment.
Letters	AUD 30 - This is the fee for official college letters. Letters includes Enrolment Letter, Course progress letter, Invitation Letter etc. Please note there is no fees for release letter.
Printing/Photocopy	B/W: 0.20 C per page Colour: 0.50 per page
Certificate / Transcript / Document Request Form	\$250.00