Student eligibility for a **Government Subsidised Place** in Diploma and above courses.

- Do you meet the citizenship/residency requirements?

  - **No**
  - **Yes**

- Are you under 20 on 1 January in the year in which your course commences?

  - **No**
  - **Yes**

- Is the course applied for at a higher level than the highest qualification you already hold?

  - **No**
  - **Yes**

- You are eligible for a Government Subsidised Place

  - **No**
  - **Yes**

- Explore other options with your provider

  - **No**
  - **Yes**

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**TAFE Fees and Charges**

**Semester 2 2009**

**Diploma and above courses**

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Note: Changes to TAFE fees have been introduced by the State Government and will apply from July 2009.

Please see the TAFE Fees and Charges Semester 2 2009, All Courses except Diploma brochure for details regarding VCE, VCAL, Foundation, Apprenticeship and Traineeship and Certificates I to IV course fees.
TAFE Fees

TAFE fees are made up of
1. Tuition Fee
2. General Services Fee (GSF)
3. Materials Fee

How much will I pay?

1. Tuition Fees
The Tuition Fee for a Government Subsidised Place is calculated according to the number of hours you are enrolling in, multiplied by $2.71, as shown in the table below.

<table>
<thead>
<tr>
<th>Skill Level</th>
<th>Tuition Fee per Nominal Hour</th>
<th>Minimum Tuition Fee (6 months)</th>
<th>Max Tuition Fee (12 months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma and above</td>
<td>$2.71</td>
<td>$225</td>
<td>$750</td>
</tr>
<tr>
<td>Below</td>
<td></td>
<td></td>
<td>$1500</td>
</tr>
</tbody>
</table>

If you are not eligible for a Government Subsidised Place you will be required to pay Full Fees as follows:

- Standard Course: $6,500 per year
- Specialist Course: $8,500 per year

Eligibility Criteria for Government Subsidised Place

Refer to the student eligibility for a Government Subsidised Place chart.

2. General Services Fee (GSF)
The GSF is 15% of the Tuition Fee and is paid at the time of enrolment for all students.

The GSF is capped at $150 for Full Fees students.

The GSF is a non-academic fee used to provide facilities, services and activities of direct benefit to Holmesglen students. Payment of the GSF does not confer membership of a student association.

3. Materials Fees
Materials Fees are paid at the time of enrolment for equipment and incidentals provided to students for use in their course, eg knives and uniform provided to Cooking students.

Materials Fees vary between courses, and some courses have no Materials Fee.

How do I pay?

1. GSF and Materials Fee
Paid on enrolment day
Payment is by cash, cheque, EFTPOS or credit card
Non refundable

2. Tuition Fee
Options
- Cash, cheque, EFTPOS or credit card
- Holmesglen Payment Plan (fees apply)
- VET FEE HELP (see below)

Holmesglen Payment Plan
A Payment Plan is available to assist with your fee payment. You should seek advice from the staff in the Information Office regarding your eligibility.

You will be charged an establishment fee of $50.00 to set up the Payment Plan and you will be required to bring your bank account (BSB and account number and name, and name of bank and branch) or credit card details with you at the time of enrolment.

VET FEE HELP
VET FEE HELP is an income contingent loan similar to HECS, which allows students to study and repay their loan through their taxes when their salary reaches a certain level, currently about $41,000 pa. The debt for your loan is with the Commonwealth Government.

Permanent Resident Visa holders and New Zealand citizens are not eligible for VET FEE HELP.

Holmesglen has been approved as a VET provider under the VET FEE-HELP Assistance Scheme and will be able to offer VET FEE-HELP assistance from July 2009. Please discuss your eligibility at enrolment with the Information Office staff.

If you are eligible for VET FEE HELP you will be required to provide your Tax File Number at enrolment or a certified copy of your “Certificate of Application for a Tax File Number”.

Applications for tax file numbers are available from the Tax Office website at www.ato.gov.au.

Your completed VET FEE HELP application and all required documentation must be submitted by the 19 August 2009.

Sponsored students
If your training is sponsored by Centrelink, associated agencies, or your employer, you must bring with you at the time of enrolment a written authority for Holmesglen to invoice your sponsor for your fees.

Goods and Services Tax (GST)
Diploma and above courses are GST exempt.

Withdrawal from course
If you apply officially in writing you can withdraw from your course up until 19 August 2009 without receiving an academic penalty. Only your Tuition Fee will be refunded.

You must fill in an Amendment Form (for Course Withdrawal) and lodge it at your campus Information Office no later than 19 August 2009.

Change of Units of Study (subjects)
You can withdraw from subjects, or add extra subjects. Fill in and lodge an Amendment Form with the Information Office on your campus no later than 19 August 2009.

Changes to enrolment will require a recalculation of your fees. You may be required to pay more fees, or you may be eligible for a partial refund depending on your circumstances.

Recognition of Prior Learning (RPL)
Students who wish to apply for recognition of skills acquired through work or life experiences, or through qualifications obtained through formal studies or training, must enrol and pay fees as normal.

RPL must be applied for and granted or declined by your Teaching Department before 19 August 2009.

There is no charge for RPL and if RPL is granted, there is no refund of fees.

Credit Transfer
Students who enrol in, and pay for a unit for which they are subsequently granted Credit Transfer based on previous studies, may receive a pro rata refund of Tuition Fees. Credit must be applied for prior to the Administration Date, 19 August 2009.

There will be no changes to enrolment after 19 August 2009.

Continuing Students (Fee Maintenance)
The details contained in this brochure do not apply to Fee Maintenance students. If you are re-enrolling in the course you are currently studying you will continue to pay fees as set for Semester 1 2009 until you finish your course or change course.