

# 2017 Fee Schedule



Endless Opportunities

TOID: 21732

		Funded Course Non-Concession Fees to Student						Eligible Concession Funded Course						Fee for Service			
Course Code	Course Title	Hourly Rate	Tuition Fee	Course materials	Total Course Costs	Government Contribution Hourly Rate	Indicative Government Contribution	Hourly Rate	Tuition Fee	Course materials	Total Course Costs	Government Contribution Hourly Rate	Indicative Government Contribution	Hourly Rate	Tuition Fee	Course materials	Total Course Costs
VCALINT001	VCAL (Intermediate)	\$ 1.38	\$ 1,260.00	\$ 20.00	\$ 1,280.00	\$ 7.50	\$ 6,862.50	\$ 0.28	\$ 252.00	\$ 20.00	\$ 272.00	\$ 7.50	\$ 7,870.50	\$ 8.88	\$ 8,122.50	\$ 20.00	\$ 8,142.50
VCALSEN001	VCAL (Senior)	\$ 1.38	\$ 1,260.00	\$ 20.00	\$ 1,280.00	\$ 7.50	\$ 6,862.50	\$ 0.28	\$ 252.00	\$ 20.00	\$ 272.00	\$ 7.50	\$ 7,870.50	\$ 8.88	\$ 8,122.50	\$ 20.00	\$ 8,142.50

Course Code	Course Title	Currency of Training Package	Course Duration	Location for Training & Assessment	Modes of Delivery	Practical Placement	Nominal Hours	Program Unique Supervised Hours (PUSH)
VCALINT001	VCAL (Intermediate)	Current	Fulltime - 34 weeks over 1 year	IMVC Education Centre, South Melbourne	Face to Face	80 hours	915	574
VCALSEN001	VCAL (Senior)	Current	Fulltime - 34 weeks over 1 year	IMVC Education Centre, South Melbourne	Face to Face	80 hours	915	574

The student tuition fees as published are subject to change given individual circumstances at enrolment

## Fees and payments

- Tuition fees under \$1000 are due in full before the commencement of a course unless a Payment Plan has been approved
- Where tuition fees are over \$1000, no more than \$1000 will be collected in advance prior to course commencement. The remaining tuition fees will be collected prorata, so that no more than \$1500 will be held in advance at any one time
- Students have the option of purchasing equivalent materials from an external source if they choose to. In this circumstance, the materials fee will be reduced accordingly
- In the event of overdue payments, students will be followed up by the Corporate Services Manager adhering to IMVC's Debt Recovery Policy & Procedure

**Refunds Summary** – please refer the Concessions, Fees, Charges and Refunds Policy & Procedure that has been supplied to you at the Pre-Enrolment Interview and is also available on the IMVC website.

	<b>Scenario/Circumstances</b>	<b>IMVC's Policy</b>
1.	IMVC cancels a course before it commences.	Full Refund
2.	IMVC cancels the course before its expected end date.	Balance of tuition fees paid for that portion of the course not yet delivered. No refund of materials fees.
3.	IMVC defers the course start date and the new date is unacceptable to the student.	Full refund
4.	Student does not commence the course on the start date and subsequently provides a written notice of withdrawal from the course within 5 working days.	Full refund less Administration Fee of \$200. If total course fees are less than \$200, no refund will be issued.
5.	Student commences the course on the start date and subsequently provides a written notice of withdrawal from the course within 5 working days.	Full refund less Administration Fee of \$200. If total course fees are less than \$200, no refund will be issued.
6.	Student commences in the course and completes any portion and withdraws after 5 working days.	No Refund of materials fee, tuition fees are still to be paid in full.
7.	Student does not return to their course after a holiday break and subsequently provides a written notice of withdrawal from the course.	No Refund of materials fee, tuition fees are still to be paid in full.
8.	Student provides written notice of withdrawal less than 5 days before course commencement by student	Full refund less Administration Fee of \$200. If total course fees are less than \$200, no refund will be issued.
9.	Extenuating Circumstances ( <i>circumstances that prevent the student from attending scheduled course dates that may include but not limited to sudden illness or injury, family or personal matters, or other reasons that are out of the ordinary. Evidence must be successfully provided to support the student's circumstances which indicate that the student is unable to continue their studies and would not reasonably be able to continue</i> ).	At the discretion of the Youth & Community Transitions Manager, with consultation with the RTO Operations Manager – based on % of course completed and shall be assessed on a case by case situation.
10.	Issuance of a replacement Qualification or Statement of Attainment / Participation where the original document has already been provided to the student.	\$20 for each document
11.	Issuance of a Statement of Attainment / Participation on withdrawal, cancellation or transfer, prior to completing the course, provided the student has paid in full for the tuition related to the units/modules to be shown.	No charge
12.	Student requests unit of competency/module resubmission.	No charge
13.	Student requests supplementary assessment/reassessment.	No charge
14.	Unit of Competency/module repeat	Subject to the unit of competency/module to undertake, the cost may vary depending on the duration required to complete the unit/module, assessment requirements, consumables or other costs incurred by IMVC.
15.	IMVC cancels the student's enrolment in the course, because of students repeated misbehaviour , misconduct or breach of Student's Code of Conduct	No Refund
16.	Students External Appeal Fees	Where the student elects to appeal a decision by IMVC, using the RTOs external appeals body (VRQA) and charges are incurred, the student is required to pay 50% of the cost. .
17.	Credit Transfer	No charge
18.	Student's RPL Assessment Fee.	Fees as per RPL procedure
19.	Closure of IMVC.	Balance of course fees paid for that portion of the course not yet delivered will be refunded or full refund if the course did not commence.