

Stockperson Training Program Fees 2019/2020

Charges for CHM Alliance Training Programs

Certificate III in Pork Production (Fee for service)	
Fee for Service	\$6,500.00
Certificate III in Poultry Production (Fee for Service)	
Fee for Service	\$6,500.00
Certificate III in Pork Production (Traineeship)	
User Choice Eligible students Student contribution fee @ \$1.60/nominal hours (approximately)	\$1,200.00*
Certificate III in Poultry Production (Traineeship)	
User Choice Eligible students Student contribution fee @ \$1.60/nominal Hours	\$1392.00*

* Fee exceptions are only available for User Choice funded programs

Extract from User Choice 2017-20 Policy

2.6 Fees and charges

2.6.1 Student contribution fees

- Student contribution fees, as defined in Appendix 2, are the non-government financial contribution to the cost of the training and assessment services provided by the PQS (the fee is paid to the PQS).
- The PQS must detail its fees and charges policy, including full costs, method of collection, refunds, and exemptions prior to enrolment and provide access to this written policy to apprentices and trainees.
- The PQS must retain evidence of student contribution fees charged and collected for all students, except for those students deemed as fully exempt. In addition, evidence must be retained for all students whose circumstances have been deemed as totally or partially exempt from student contribution fees.
- Student contribution fees under the User Choice program are set at **\$1.60** per nominal hour for each unit of competency/module to be calculated at the commencement of the unit of competency/module. Student contribution fees may be adjusted annually and all PQS will be informed by the department of any changes to the student contribution fees.
- The PQS must not charge more than the student contribution fee amounts contained in this policy, except as required periodically by the department.
- The PQS may only charge less than the student contribution fee if in accordance with sections 2.6.2 or 2.6.3 of this policy.
- When the participant converts from a school-based apprentice or trainee to a full-time or part-time apprenticeship or traineeship, student contribution fees must be charged for training and assessment for any units of competency not yet commenced. This does not apply when the participant is a Year 12 graduate and is undertaking a high priority qualification as identified by the department.
- Where the PQS must collect a student contribution fee, it may be paid on behalf of the student by their employer or a third party unrelated to the PQS, but cannot be paid or waived by the PQS (whether directly or indirectly), unless approved in writing by the department.

2.6.2 Partial exemption — tuition fees

The PQS must charge 40 per cent of the student contribution fee where the participant falls into one or more of the following exemption categories:

- (a) The participant was or will be under 17 years of age at the end of February in the year in which the PQS provides training, and the participant is not at school and has not completed year 12.
- (b) 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.
- (c) 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.
- (d) The participant is an Aboriginal or Torres Strait Islander person. Acceptable evidence is as stated on the Training Contract and AVETMISS VET Enrolment Form.

2.6.3 Full exemption — tuition fees

The PQS may apply full exemption from the student contribution fee where the participant falls into one or more of the following exemption categories:

- (a) Where payment of the student contribution fee would cause extreme financial hardship, then the PQS may waive these fees. i. The fee waiver process should be in place at the time of the participant's enrolment. ii. For 2.6.3(a) of this *Fees and Charges* section, the PQS must have a reasonable internal process to manage an appeal about the outcome of an application under financial hardship.
- (b) Where the Queensland Government, as represented by the departmental officer responsible for the User Choice budget, advises in writing that fees are optional. On receipt of such advice, the PQS may choose not to collect the student contribution fee. In this circumstance, any decision by the PQS not to collect fees does not create a liability for the department. The PQS may not apply for reimbursement by the department of fee revenue foregone. Refer to the User Choice 2017–20 Qualification and Price List, as published on the department's website, for information on where fee exemptions are applicable.

The PQS must apply full exemption from the student contribution fee where the participant falls into one or more of the following exemption categories:

- (a) where credit transfer/national recognition has been applied to a unit of competency/module
- (b) the participant is a school-based apprentice or trainee
- (c) the participant is undertaking a qualification as part of the Skilling Queenslanders for Work – Work Skills Traineeship program.

2.6.5 Additional charges

Employer/industry

The PQS may seek additional charges from the employer/industry. Any additional charges must be negotiated up-front and disclosed to the employer/industry prior to the participant's enrolment.

2.6.6 Refund policy

The PQS must have a refund policy that meets the requirements of the Standards for NVR RTOs. This policy must also include:

- (a) the provision for full refunds to participants for student contribution fees charged for training delivery that has not commenced at the time of the cancellation of enrolment
- (b) the provision of proportionate refunds where the participant has withdrawn from a unit of competency/module
- (c) the provision of refunds to employers/industry for additional charges paid beyond the participant and government contributions.