**Care Training Institute Schedule of Fees**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Student Contribution Fee (Non Concession Rate)</th>
<th>Student Contribution Fee (Concession Rate)</th>
<th>Fee For Service (FFS) Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHC33015</td>
<td>Cert III in Individual Support (Aging and Home and Community)</td>
<td>$300.00</td>
<td>$60.00</td>
<td>$3,900.00</td>
</tr>
<tr>
<td>HLT33115</td>
<td>Certificate III in Health Services Assistance</td>
<td>$350.00</td>
<td>$70.00</td>
<td>$3,900.00</td>
</tr>
<tr>
<td>CHC30113</td>
<td>Cert III in Early Childhood Education and Care</td>
<td>$300.00</td>
<td>$60.00</td>
<td>$3,900.00</td>
</tr>
<tr>
<td>CHC43015</td>
<td>Certificate IV in Ageing Support</td>
<td>$350.00</td>
<td>$70.00</td>
<td>$6,400.00</td>
</tr>
<tr>
<td>CHC43115</td>
<td>Certificate IV in Disability</td>
<td>$350.00</td>
<td>$70.00</td>
<td>$4,900.00</td>
</tr>
<tr>
<td>CHC50113</td>
<td>Diploma in Early Childhood Education and Care</td>
<td>$400.00</td>
<td>N/A</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>CHC50413</td>
<td>Diploma of Youth Work</td>
<td>$400.00</td>
<td>N/A</td>
<td>*$9,000.00</td>
</tr>
<tr>
<td>CHC53315</td>
<td>Diploma of Mental Health</td>
<td>$400.00</td>
<td>N/A</td>
<td>*$9,000.00</td>
</tr>
<tr>
<td>CHC53315</td>
<td>Diploma of Leisure and Health</td>
<td>$400.00</td>
<td>N/A</td>
<td>*$9,000.00</td>
</tr>
<tr>
<td>HLTAID001</td>
<td>Provide cardiopulmonary resuscitation</td>
<td>N/A</td>
<td>N/A</td>
<td>$60.00</td>
</tr>
<tr>
<td>HLTAID003</td>
<td>Provide first aid</td>
<td>N/A</td>
<td>N/A</td>
<td>$150.00</td>
</tr>
<tr>
<td>HLTAID004</td>
<td>Provide an emergency first aid response in an education and care setting</td>
<td>N/A</td>
<td>N/A</td>
<td>$150.00</td>
</tr>
<tr>
<td>CHCCS305C</td>
<td>Assist clients with medication</td>
<td>N/A</td>
<td>N/A</td>
<td>$300.00</td>
</tr>
<tr>
<td>HLTFSE001</td>
<td>Follow basic food safety practices</td>
<td>N/A</td>
<td>N/A</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

*Please Note*
- Above pricing effective 3rd May 2016
- Enrolment in ECEC Cert 3 & Diploma is $10,500.00 as Fee for Service option (FFS) (excludes SCF). Eligibility criteria applicable.
- The Student tuition fees as published are subject to change given individual circumstances at enrolment.
- Minimum Student numbers are applicable in the DELIVERY of all qualifications listed above.
- Student Contribution Fees (SCF) is subject to Concession and Non-Concession rates for Government Funded training. Exemptions may apply.
- Payment plan options are available for **FFS and Non Concession rates ONLY**.
- Students, who fail to attend all 120hrs of the HLT33115 Placement offered by CTI, may incur a $400.00 Placement fee (the ONLY exception is a Valid Medical Leave of Absence communicated to Placement Facility/CTI within 48hrs of an incident).
- * VTG not applicable
- If you have any questions relating to the above Fees structure please call 1300 853 130 and speak with our Training & Employment Consultant.
- **The Student Contribution Fee is non-refundable.**
Payment can be made through EFT. **MUST USE NAME AS A REFERENCE.**

Westpac-Mentone  
BSB 033-090  
Account Number 524297

**Additional Charges – Replacement ONLY if required**  
Replacement of polo shirt $35.00  
Replacement of Student Print Resources $300.00  
Replacement Certificate or Statement of Attainment $35.00  
Re-assessment fee per Unit of Competency $300.00

Students are given 3 opportunities to gain competency when completing each unit. After this, students are given the option to pay $300 to retake the unit.

**The Student Contribution Fee is non-refundable**

Discretion may be exercised by the General Manager if there are extenuating or significant circumstances that lead to a student’s withdrawal. RPL (Recognition of Prior Learning) fees are 50% of the fees listed above for completing the course (this includes all requirements as stated in the RPL Package to be fulfilled). Please speak with one of our Training & Employment Consultant for more details.

**Refunds**

**How do I get a refund?**

All requests for refunds must be submitted in writing using a Refund Request Form and a Student Withdrawal Form, which can be obtained from your Trainer or Student Support Officer. Where refunds are approved, the refund payment will be paid to the same person or body from whom the payment was received on behalf of the student by electronic funds transfer (EFT). This payment will be made within 14 working days from the time the refund was approved.

**Can I get a refund? FEE for Service (FFS)**

Yes – If you give notice to cancel your enrolment more than **15 working days prior to the commencement of a program**, you will be entitled to a refund of fees paid, with the exception of an administration fee of $250. If you give notice to cancel your enrolment less than **10 working days prior to the commencement of a program** you will be entitled to a 50% refund of fees paid, less an administration fee of $250. On or after the date of commencement of the program you will not be entitled to any refund.

**Are my fees protected in case I need a refund?**

Yes – Care Training Institute acknowledges that it has a responsibility to protect the fees paid by students. To meet this need, we only accept payment of a maximum value of $1000 from each student prior to the commencement of the course. Subsequent payments to be paid will not exceed $1500. Where Care Training Institute cancels the course prior to commencement date students will be entitled to 100% refund of tuition fees.

**Do I pay GST in my tuition fees?**

No – GST is exempt under tax ruling Section 35-38 GSTR 2003/1 Goods and Services Tax. The ruling explains the supply of a course for ‘professional or trade course’ is a GST-free education course.

**Our Guarantee**

Care Training Institute is committed to deliver the services it enters into an agreement with its clients to provide. If Care Training Institute is unable to fulfill this service commitment, Care Training Institute will offer each student the opportunity to transfer the full value of their administration and tuition fee to an alternate course offered by Care Training Institute. If Care Training Institute is unable to offer an alternate course, Care Training Institute must refund the student’s proportion of fees paid for services not delivered.

I, ____________________________________________________ acknowledge and understand the Schedule of Fees and additional charges information stated above

SIGNATURE: _______________________________________________  DATE: ___ / ___ / 20__

Care Training Institute | Schedule of Fees Version 6.1 May 2016