

*This Training is delivered with Victorian and Commonwealth Government funding*

**From the 1<sup>st</sup> of January, 2020 all Registered Training Organisations that have received a Service Agreement to offer Government Subsidised Training under the Skills First Program (2020-21 Standard VET Funding Contract) are contracted by the same student eligibility criteria and are under the same obligations when collecting Tuition Fees including any applicable Funding Gap Payments (although these amounts may differ between providers).**

### What Will It Cost To Enrol?

You are **NOT** required to pay an **Enrolment fee** or **Tuition Fee** as outlined below if you are upskilling or been granted an exemption of fee's.

**Enrolment fee** is **Free** - this fee must be paid prior to, or at Enrolment. Your enrolment is not **valid** until these fees have been paid. The enrolment fee covers the following:

Material Fee – a material fee of \$64. The materials fee relates to goods or materials that become the property of the student and is retained by them in the event of withdrawal from the course. This fee includes cost of handouts and other relevant material supplied by the service. There are no concessions for materials fees. There are no refunds after four (4) weeks of commencement of classes.

Student Support Fee – a student support fee of \$36 is charged to all students. This fee is charged to cover the use of computers and the provision of student and administration support. The enrolment fee is **NON refundable**.

**Tuition Fee** ('The student tuition fees as published are subject to change given individual circumstances at enrolment')

**NB:** Fees will need to be paid within 3 months of the commencement of your training.

All our courses/programs are also offered on a Fee for Service basis for those students who are not eligible for a Government Funded Training Place, in the qualification of their choice. Fees are calculated on the hours of training to be undertaken within a calendar year. The maximum hourly rate varies according to the category.

***The following Fee Statement will give you an idea of the course fee structure for the course you are enrolling in, however there will be a need for each student to have their fee calculated separately. Encompass must sight and retain a copy of your concession card on enrolment for you to receive a concession on fees. The student tuition fees as published are subject to change given individual circumstances at enrolment.***

Course Code	Course Name	Encompass package hours	Maximum funded hours (Skills)	Nominal Delivery Hours	Skills funding per hour	Fee per hour Funded	Enrolment Fee	Funded Fee with Concession	Funded Total with Concession	Tuition Fee (Non concession)	Total Funded	Fee per hour Fee for Service	Total Government Contribution	Total Fee for Service	Estimated duration	Practical placement
22294VIC	Course in Initial Adult Literacy & Numeracy	360	360	TBC	\$14.00	.72c	N/A	N/A	N/A	N/A	N/A	\$2.50	\$5,040.00	\$1,000.00	12 months	N/A
22293VIC	Certificate I in Initial Adult Literacy & Numeracy	530	530	341	\$14.00	.49c	N/A	N/A	N/A	N/A	N/A	\$2.50	\$7,420.00	\$1,425.00	30 months	N/A
22301VIC	Certificate I in Transition Education	1160	1160	360	\$14.00	.23	N/A	N/A	N/A	N/A	N/A	\$2.50	\$16,240.00	\$3,000.00	24 months	N/A
22302VIC	Certificate I in Work Education	1070	1070	495	\$14.00	.24c	N/A	N/A	N/A	N/A	N/A	\$2.50	\$14,980.00	\$2,775.00	24 months	60 – 80 hours
AHC20316	Certificate II in Production Horticulture	375	375	181	\$6.50	.70	N/A	N/A	N/A	N/A	N/A	\$3.00	\$2,437.50	\$1,225.00	5 months	N/A
SIR20216	Certificate II in Retail Services	345	345	170	\$3.00	.76c	N/A	N/A	N/A	N/A	N/A	\$3.00	\$1,035.00	\$1,135.00	6 months	N/A
CHC33015	Certificate III in Individual Support (Disability & Home Community Care)	760	715	913	\$8.50	.36c	N/A	N/A	N/A	N/A	N/A	\$3.00	\$6,077.50	\$2,245.00	9-12 months	120 hours
CHC33015	Certificate III in Individual Support (Ageing & Home and Community Care)	725	715	893	\$8.50	.36c	N/A	N/A	N/A	N/A	N/A	\$3.00	\$6,077.50	\$2,245.00	9-12 months	120 hours
CHC33015	Certificate III in Individual Support (Ageing & Disability)	755	715	916	\$8.50	.36c	N/A	N/A	N/A	N/A	N/A	\$3.00	\$6,077.50	\$2,245.00	9-12 months	120 hours
CHC43115	Certificate IV in Disability (DAY)	970	930	882	\$7.00	.28c	N/A	N/A	N/A	N/A	N/A	\$3.00	\$6,510.00	\$2,890.00	9-12 months	120 hours
CHC43115	Certificate IV in Disability (NIGHT)	970	930	748	\$7.00	.28c						\$3.00	\$6,510.00	\$2,890.00	9-12 months	120 hours
HLTAID003 HLTAID001	Provide first aid Provide CPR (Fee for service only)	12	12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$150.00	2 days	N/A
HLTFSE001	Provide Food Safety Practices (Fee for service only)	30	30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$65.00	1 day	N/A
HLT33015	Certificate III in Allied Health Assistance	440	530	TBC	\$10.00	.59	N/A	N/A	N/A	N/A	N/A	\$3.00	\$4,400.00	\$1420.00	12 months	N/A
22236VIC	Certificate I in General Education for Adults (Fee for service only)	430	NA	TBC	NA	N/A	N/A	N/A	N/A	N/A	N/A	\$2.50	N/A	\$1,175.00	12 months	N/A

\*Under current fee structure, no fees payable if student is eligible for government funding

\*Encompass College of Education and Training delivers all courses and qualifications face to face

\*Expected Locations of delivery Geelong, Melton, Werribee and Bacchus Marsh

Australian Indigenous students are eligible to pay the minimum tuition fees.

If concession card holders enrolling in a course category, other than Skills Deepening, the relevant concession tuition fee applies. (We must sight and retain a copy of your concession card on enrolment).

The tuition fee as published are subject to change given individual circumstances at enrolment.

Enrolment for eligible students in training is subsidised through the *Skills First* Program.

The Victorian Government will only fund 2 qualifications/courses per calendar year.

Access to further subsidised Government Funding may be affected.

### Fee Refunds

*This information is available in multiple formats on request*

The following will provide you with the information required should you request a refund of fees.

- Enrolment fee is **NON REFUNDABLE**
- 100 percent refund if the Organisation cancels your course.
- You are not entitled to any refund if you withdraw later than 30 days after the commencement of your course.

