

SCHEDULE OF FEES AND CHARGES



Training Practical Solutions Consultancy (TPSC) is a Registered Training Organisation and operates in accordance with applicable legislation and the Standards for Registered Training Organisations (RTOs) 2015. Training Practical Solutions Consultancy is entitled to charge fees for services provided to learners undertaking a Qualification or course of study. These fees are for items such as course materials, administrative support, learner services and training and assessment services. We review our fees schedule regularly and endeavour to keep the cost of training down.

When and how do I pay?

Fees and charges will be directly invoiced to the learner's employer for payment.

Payment terms are:

Fee for service learners to pay enrolment fees 7 days from the day of enrolment.

Instalment Fees are due at 3 or 4 instalments payment schedule (e.g. 3rd month, 6th month, 9th month and at completion) once training has commencement.

For learners who are receiving either State or Federal funding, course tuition fee will be payable at agreed intervals as set in the signed service agreement between TPSC and employer.

We may suspend training if the fees are not paid as required. Payment methods include cash, direct deposit or cheque.

Can I get a refund?

Yes - If you give notice to cancel your employee's enrolment prior to the commencement of training you will be entitled to 100% refund of any fees paid.

If a learner cancels after the commencement of the program, a refund will be calculated based on the amount of time the learner was enrolled.

This will be reviewed by the Business Development Manager or Managing Director on a case by case basis.

How do I get a refund?

To obtain a refund you are required to give written notice to cancel your enrolment and complete a Refund Request Form. Written notice may be in the form of an email or letter. Where refunds are approved, the refund payment will be paid via electronic funds transfer using the authorised bank account nominated by you. This payment will be made within 14 days from the time you gave written notice to cancel your enrolment.

Do I pay GST in my tuition fees?

No - GST is exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for 'professional or trade course' is a GST-free education course.

Our Guarantee to Clients

Training Practical Solutions will honour its commitment to deliver services and complete the training and/or assessment once the learner has commenced study;

If for any reason Training Practical Solutions is unable to fulfil its service agreement with a learner or employer, Training Practical Solutions must issue a full refund for any services not provided. The basis for determining "services not provided" is to be based on the units of competency completed by the learner and which can be issued in a statement of attainment at the time the service is terminated.

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Fee For Service Training Courses and Qualifications

Course Code	Qualification Name	Full Fee for Service Price per Learner*					
		Enrolment Fee (Non-refundable)	Total FFS Tuition Fee per learner *	Tuition Fees to be paid over 4 instalments*			
				Install 1	Install 2	Install 3	At Completion
MSS20316	Certificate II in Competitive Systems and Practices	\$200	\$2200	\$550	\$550	\$550	\$550
MSS30316	Certificate III in Competitive Systems and Practices	\$200	\$3300	\$825	\$825	\$825	\$825
MSS40316	Certificate IV in Competitive Systems and Practices	\$200	\$4400	\$1100	\$1100	\$1100	\$1100
FBP10117	Certificate I in Food Processing	\$200	\$1600	\$400	\$400	\$400	\$400
FBP30117	Certificate III in Food Processing	\$200	\$5400	\$1350	\$1350	\$1350	\$1350

Funded Training Courses and Qualifications

Course Code	Qualification Name	Course Duration	Enrolment Fee for funded Courses per learner* (non-refundable)	Course Fee per learner (payable at agreed fixed interval)*
MSS30316	Certificate III in Competitive Systems and Practices	1 – 2 years	\$50 - \$200	\$50 - \$4500
MSS40316	Certificate IV in Competitive Systems and Practices	0.5 – 2 years	\$50 - \$200	\$50 - \$5000

Other miscellaneous charges

Item	Cost
Reissuing qualifications or statements of attainment	\$25
Re-assessment services – per unit	\$210
RPL – assessment fee	\$150
Replacement of learner workbooks • USB (entire qualification) • Hardcopy (per unit)	\$10 No Charge

Terms and conditions*:

- Location, scheduling and cohort (learner) numbers can affect the fee per learner fees.