

STATEMENT OF VET TUITION ASSURANCE

1. Study Group Australia Pty Limited, ABN: 88 070 919 327 / ACN: 070 919 327, (the First Provider) must comply with the VET Tuition Assurance requirements. This is to protect students in the event we cease to provide a VET course of study in which a student is enrolled.
2. These requirements are covered under Schedule 1A to the *Higher Education Support Act 2003* (the Act) and chapter 3 of the *VET Guidelines 2013* (the VET Guidelines). The meaning of 'ceasing to provide a VET course of study' is set out in the VET Guidelines which are available on the [Com Law](#) website.
3. In the event we cease to provide a VET course of study in which a student is enrolled, the student is entitled to a choice of:
 - a) an offer of a place in a similar VET course of study with a Second Provider without any requirement to pay the Second Provider any VET tuition fee for any replacement VET units (this is known as the '**VET Course Assurance Option**');

OR

 - b) a refund of the student's up-front VET tuition fee payments and/or a re-crediting of any FEE-HELP balance for any VET unit of study in which the student is enrolled or commences but does not complete because we cease to provide the VET course of study of which the unit forms part (this is known as the '**VET Tuition Fee Repayment Option**').
4. We have met the VET tuition assurance requirements, as specified in the VET Guidelines, through current membership of the Australian Council for Private Education and Training Australian Student Tuition Assurance Scheme, ACPET ASTAS-VET (the Scheme). Contact details for ACPET are:

SYDNEY
Suite 12, Level 14
329 Pitt Street
SYDNEY NSW 2000

Telephone:
02 9264 4490

PERTH
Suite 1,
310 Lord Street
HIGHGATE WA 6003

Telephone:
(08) 9227 0437
wa@acpet.edu.au

BRISBANE
Level 14
46 Edward Street
BRISBANE QLD 4000

Telephone:
07 3210 1628

ADELAIDE
PO Box 361, MSC
Torrens Park, SA 5062

Telephone:
M 0400 097 332

Email:
sa@acpet.edu.au

MELBOURNE
Level 1, 126 Wellington Pde
EAST MELBOURNE VIC
3002

Telephone:
03 9412 5900

E-mail: acpet@acpet.edu.au

Website: www.acpet.edu.au

Further information can be obtained by visiting the ACPET website, in particular:
<http://www.acpet.edu.au/services/astas/> .

5. If we cease to provide a VET course of study, the TAS Administrator will send a student enrolled in the VET course of study a written VET Tuition Assurance Offer (the Offer) advising the student of the options available under the VET tuition assurance requirements. The Offer will include directions that the student must follow in order to notify the TAS Administrator of the choice they have made for each affected VET unit. The TAS Administrator will provide this Offer within twenty Business Days after it knows, or should know by reasonable enquiries that we have ceased to provide the VET course of study.
6. For the purposes of VET FEE-HELP, all courses offered by us, in accordance with the course requirements of clause 45 of Schedule 1A to the Act, are covered by the Scheme as part of our membership of the Scheme.
7. A VET student may choose either:

The VET Course Assurance Option:

- a. Under the VET course assurance option, a student will be offered a place in a similar VET course of study by the TAS Administrator. If the student accepts this option, the TAS Administrator will make all necessary arrangements to ensure the student is able to enrol with the Second Provider in the similar VET course of study. This offered VET course will lead to the same or a comparable qualification without any requirement on the part of the VET student to pay the Second Provider any tuition fee for any replacement VET units (that is, units that the student had commenced but not completed because the VET course ceased to be offered). A student will receive full credit from the Second Provider for any VET units of study successfully completed with the first provider.
- b. The Second Provider nominated by the TAS Administrator may have different tuition fees to the fees the student would have paid for VET units of study which were part of the VET course of study that the First Provider ceased to provide but which the VET student had not yet started studying.
- c. A student is not obliged to enrol in a VET course of study with a Second Provider offered by the TAS Administrator under the VET Course Assurance Option. However, if the student enrolls with any other VET provider there is no obligation on that VET provider to offer full credit transfer for the VET units of study completed with the First Provider or to offer replacement VET unit/s free of charge.

OR

The VET Tuition Fee Repayment Option:

- d. Under the VET Tuition Fee Repayment Option, the TAS Administrator undertakes to pay the student the total of any up-front payments already paid by the student for any VET units of study the student has commenced but not completed because the VET course ceased to be offered. VET students selecting this option will also have their FEE-HELP balance re-credited for the uncompleted VET units.

8. Publication

The method this Statement of VET Tuition Assurance will be made public to students will be by placement on the websites of Study Group Australia Pty Limited's trading divisions and those of its Licensed Partner Organisations.

- Martin College:
<http://www.martin.edu.au/college-policies>
- Australian Institute of Applied Sciences:
<http://www.aias.edu.au/about/college-policies>
- ACPE Academy:
<http://www.acpeacademy.edu.au/college-policies>

and its Licensed Partner Organisations:

- Ivy Institute Pty Ltd (Ivy College)
<http://www.ivy.edu.au/college-policies-handbook/>
- Tibbar Global Pty Ltd (First Class Education Group)
http://www.fceducationgroup.com/terms_and_conditions
- Entamio
<http://www.entamio.com/policies/sga/>
- Conwal & Associates Pty Ltd (Conwal Institute)
<http://www.conwalinstitute.edu.au/About/PoliciesAndProcedures/>

As part of the enrolment and orientation processes, Study Group Australia Pty Limited will also advise students about from where the *Statement of VET Tuition Assurance* can be obtained.