

Statement of VET Tuition Assurance

Policy Number: POL-D.022

Responsible Officer: Johan Pienaar

Date of Approval: July 2014

Scheduled review: 12-monthly

Review Expiry Date: 30 April 2018

1. **Flight Training Adelaide (FTA) ABN: 11112398660** (the first provider) must comply with the VET Tuition Assurance requirements. This is to protect students in the event that we cease to provide a VET course of study in which students are enrolled.
2. These requirements are covered under the *Higher Education Support Act 2003* (the Act) and part 3 of the *Higher Education Support (VET) Guidelines 2015* (the Guideline). The meaning of 'ceasing to provide a VET course of study' is set out in the clause 13 of the Guideline. A copy of this is can be downloaded from <https://www.legislation.gov.au/Details/F2015L02124>
3. In the event that 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 payments and/or a re-crediting of any FEE-HELP balance for any VET unit of study that the student commences but not complete because we ceases to provide the VET course of study of which the unit forms part (this is known as the 'VET Tuition Fee Repayment Option').
4. FTA has met the VET tuition assurance requirements as specified in the Guidelines through current membership of ACPET's Australian Student Tuition Assurance Scheme (ASTAS) (the Scheme). Contact details for Australian Council for Private Education and Training (ACPET) (TAS Administrator) are:

Australian Council for Private Education and Training

PO Box 551, East Melbourne, VIC 8002

Phone: (03) 9412 5900 Fax: 03 9416 1895

Email: acpet@acpet.edu.au

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 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 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 course of study.

6. For the purposes of Vet Student Loans and 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 its membership of the Scheme.
7. A student may choose either:
 - a. The VET Course Assurance Option
 - b. The VET Tuition Fee Repayment Option
8. 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 a 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 student to pay the second provider any VET tuition fee for any replacement VET units (that is, units that the VET student had commenced but not completed because the VET course ceased to be offered). A VET student will receive full credit from the second provider for any VET units of study successfully completed at FTA.

The second provider nominated by the TAS Administrator may have different VET tuition fees to the fees the student would have paid for VET units of study which were part of the VET course of study the First Provider ceased to provide but which the VET student had not yet started studying.

A student is not obliged to enrol in a VET course of study with a Second Provider offered by the VET TA Administrator under the VET Course Assurance Option. However, if he/she 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 FTA or to offer replacement VET unit/s free of charge.

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

This Statement of VET Tuition Assurance is made public to students on our website (www.flyfta.com). Students will also be advised of this via the Student Handbook, also published on the website, and during induction on the course start date.

Johan Pienaar
(Chief Executive Officer/Managing Director)