

## 2021 TERM 3 STATEMENT OF FEES

### Adult, Community and Further Education (ACFE)

First Name: \_\_\_\_\_ Surname : \_\_\_\_\_ Student ID: \_\_\_\_\_

#### FEE INFORMATION

Course fees vary based on a number of factors. The most important of these is whether or not you enrol as a 'government subsidised' or 'full-fee paying' student. This determines the amount you pay, as well as the fee assistance you may be eligible to receive.

#### Government Subsidised Students:

Australian or New Zealand Citizen or Holder of an Australian Permanent Visa

#### Non-Government Subsidised Students (Full Fee):

Non-Australian Citizen

CONCESSIONS	
<b>ELIGIBILITY</b> <ul style="list-style-type: none"> <li>The concession rate is only available to <b>Government Subsidised students</b></li> <li>You <b>must</b> present your valid concession card <b>at the time of enrolment</b></li> <li>The start date on the card <b>must be prior to or on</b> the commencement of the first scheduled class</li> <li>If you cannot present your card at the time of enrolment, you will only have until your invoice due date to produce the card. The card cannot be presented after this date and if it is, it will not be applied to your enrolment.</li> <li>If you do not have a concession card but think you may be eligible, you should approach Centrelink as soon as practical for a confirmation of eligibility. This can be used as evidence on your enrolment.</li> <li>Concessions do not apply to materials fees or to the SAAF</li> </ul> <b>ACCEPTABLE CONCESSION EVIDENCE:</b> <ul style="list-style-type: none"> <li>Commonwealth Health Care Card (holder or named dependant);</li> <li>Pensioner Card (holder or named dependant);</li> <li>Veterans Gold Card (holder only); or</li> <li>Be of Aboriginal or Torres Strait Islander Descent</li> </ul>	
FEE EXTENSIONS	
<ul style="list-style-type: none"> <li>If you cannot pay your fees on time please speak to us about a Fee extension.</li> <li>You must apply before the payment due date specified on your invoice, subject to GNLC operating hours (our offices are closed on weekends and public holidays). Call the office on 9304 3910 to request more information.</li> </ul>	
PAYMENT PLANS	
Students may be eligible for a payment plan. You may be eligible for a payment plan if you are: <ul style="list-style-type: none"> <li>a domestic student (Australian Citizen/Australian Permanent Resident/New Zealand Citizen/Permanent Humanitarian Visa) <b>and</b></li> <li>able to pay all instalments within 4 months of arrangement <b>and</b></li> <li>enrolled in a course with a duration of more than three (3) months <b>and</b></li> <li>at least 18 years old (if you are under 18 years old, you will require a guarantor to enter the payment plan on your behalf).</li> </ul> The Payment Plan Option is managed by GNLC Administration. There is no cost to the payment plan. For more information, speak to the Administration officer or call the office on 9304 3910.	
PAYMENT TERMS / FEE LIABILITY / WITHDRAWAL/ REFUNDS	
<b>DUE DATE</b>	<ul style="list-style-type: none"> <li>Payment is required up front, and will be due 7 days after your enrolment has been processed</li> </ul>
<b>LIABILITY</b>	<ul style="list-style-type: none"> <li>If you withdraw <b>within</b> 12 days of <b>course commencement</b> and you have not paid, your liability to pay the fees will be removed.</li> <li>If you withdraw <b>after</b> 12 days of <b>course commencement</b> and have paid your fees you will not receive a refund of any fees paid. If you have not paid, you will still be liable to pay for the fees of the course.</li> <li>Non-payment of fees will result in debt collection.</li> </ul>
<b>HOW TO WITHDRAW</b>	<ul style="list-style-type: none"> <li>If you wish to cease or take a break from studies you must <b>formally</b> withdraw from your course by signing a 'Withdrawal Form'. You can organise to complete a Withdrawal Form by calling the office on 9304 3910 or speaking to your Course Coordinator or Administration Officer.</li> <li>If you do not complete and submit the formal withdrawal within 12 days of course commencement date, you will still be liable for all fees.</li> </ul>
<b>REFUNDS</b>	<ul style="list-style-type: none"> <li>If you have paid your fees and withdraw prior to the course commencement or within 12 days of course commencement, a refund will be automatically generated for domestic students. For further information regarding refunds call the office on 9301 3910.</li> </ul>

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**Adult, Community and Further Education(ACFE)**

ALL STUDENTS		FOR STUDENTS WHO HAVE ACCESS TO GOVERNMENT SUBSIDY		FOR STUDENTS WHO DO NOT HAVE ACCESS TO GOVERNMENT SUBSIDY	ALL STUDENTS	Number of Courses	
Pre-Accredited Course	Nominal Hours	Tuition Fee without concession \$1.08 per hour	Tuition Fee with concession 0.54c per hour	Full Tuition Fee set by the government \$9.10 per hour	Material Fee cost	Please indicate each course the student wishes to enrol by placing a tick in the appropriate cell.	
Computers for Beginners – PowerPoint	30	\$32.40	\$16.20	\$273	\$2.00		
Computers for Beginners - Excel	30	\$32.40	\$16.20	\$273	\$2.00		
Computers for Beginners – Computer Basics and Word	30	\$32.40	\$16.20	\$273	\$2.00		
Conversational English	30	\$32.40	\$16.20	\$273	\$2.00		
Grammar and Spelling for Writing	30	\$32.40	\$16.20	\$273	\$2.00		
Grammar for Speaking	30	\$32.40	\$16.20	\$273	\$2.00		
English and Computers for Job Seekers	30	\$32.40	\$16.20	\$273	\$2.00		
Keyboarding Skills and Touch-Typing	40	\$43.20	\$21.60	\$364	\$2.00		
Literacy and Numeracy for MID Learners	50	<b>NO FEE</b>					

Total Tuition fee(s) Please include the total for all courses the student wishes to enrol	\$
Total materials fee(s) (non-refundable fee). Please include the total materials fee for all courses the student wishes to enrol	\$
SAAF charged per term (non-refundable fee)	\$7.50
Total fees	\$

I, First Name : \_\_\_\_\_ Surname : \_\_\_\_\_ Student ID: \_\_\_\_\_

Prior to enrolling into this course, I have been made aware of my responsibilities and obligations regarding payment of all fees applicable for this course. I have also read through and understand the content provided to me in this 2021 Statement of Fees.

Signed: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_