



New England College is the trading name of **New England Institute of Technology Pty Ltd**
RTO No: 31943 | CRICOS No: 03113M | ABN: 40 135 331 494

Reference: Statement of VET Tuition Assurance

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DOCUMENT CONTROL

Version History

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V1.1	01.07.17	Published

Review Process:

This policy shall be reviewed annually in compliance with education industry standards including the *Higher Education Support Act (HESA)2003* (the Act) and VET Student Loan Rules 2016 and other relevant legislation.

Next Review Due: **June 2018**



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I. Statement of VET Tuition Assurance

1. **New England Institute of Technology Pty Ltd** ABN: 40 135 331 494 ACN: 135 331 494 trading as **New England College** (the first provider) must comply with the VET Tuition Assurance requirements. This is to protect students (both VET-FEE HELP (grandfathered) and VET Student Loans) 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(HESA)2003* (the Act) and Subdivision C, Section 102 of the VET Student Loan Rules 2016 and Chapter 3 of the VET Guidelines.

The meaning of 'ceasing to provide a VET course of study' is set out in the VET *Guidelines* which are available from: <https://www.legislation.gov.au/Details/F2015L00430>

- VET Student Rules 2016
- VET Guidelines

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 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*, VET Student Loans Act 2016 and Schedule 1A of HESA through current membership of the **Australian Council for Private Education and Training (ACPET)** Australian Student Tuition Assurance Scheme (the Scheme). Contact details for **ACPET** (Tuition Assurance Scheme Administrator) are:

Australian Council for Private Education and Training (ACPET)

Website: www.acpet.edu.au

Email: acpet@acpet.edu.au

Phone Number: 1800 657 644

5. If we cease to provide a VET course of study, the Tuition Assurance Scheme 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 Tuition Assurance Scheme Administrator of the choice they have made for each affected VET unit. The Tuition Assurance Scheme 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.



II. Options available to the student. A student may choose either:

- a) the VET Course Assurance Option
- b) the VET Tuition Fee Repayment Option

These options are explained below.

a) The VET Course Assurance Option

2. Under the VET course assurance option, a student will be offered a place in a similar VET course of study by the Tuition Assurance Scheme Administrator. If the student accepts this option, the Tuition Assurance Scheme Administrator will make all necessary arrangements to ensure the student is able to enrol with the second provider in a 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 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.

A student has 6 months to accept the offer from the Tuition Assurance Scheme Administrator; they are also entitled to seek a review of a decision about whether or not a course is a replacement course that meets the requirements outlined in the VET Students Loan Rules 2016.

3. The second provider nominated by the Tuition Assurance Scheme Administrator may have different tuition fees to the fees the student would have paid for VET units of study that were part of the VET course of study we ceased to provide but which the student had not yet started studying.
4. A student is not obliged to enrol in a VET course of study with a second provider offered by the Tuition Assurance Scheme 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.

b) The VET Tuition Fee Repayment Option

1. Under the VET Tuition Fee Repayment Option, the Tuition Assurance Scheme 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. Students selecting this option will also have their **FEE-HELP balance re-credited** for the uncompleted VET units.



III. Publication and amendment of this statement

This Statement will be made publicly available on the New England College website (www.nec.edu.au) in an online accessible and printable format, in the section 'Policies and Procedures'.

Alternatively, a copy of this Statement may be requested by contacting New England College using the contact details provided below:

Mail:

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PO Box 7185,
East Brisbane, QLD 4169

Email: info@nec.edu.au

Phone: 07 3164 7070

Effective Jul 2017