

## VET Student Loans Policies and Procedures

### Fees other than tuition fees

This document sets out the policy for Fees other than tuition fees for Patrick's College Australia (PCA), which are approved under VET Student Loans. This policy is compliant with s93 of the VSL Rules. This policy also sets out PCA's policy in relation to the variation of fees as required by s127 of the VSL Rules.

As part of the Student Entry Procedure (*see PCA policy- Student Entry Procedure*), course applicants (Candidates) are provided with clear information in relation to fees for approved courses as part of the VSL Interview.

Any fees that are **not for tuition** (are in addition to the tuition fee approved by the Secretary as stated in course information) will be explained to candidates. This includes:

- that the fees are not for tuition;
- the purpose of the fees;
- the student's total liability for the fees;
- when and how the fees are to be paid.

Examples of such non-tuition (additional) fees include a corporate uniform and e-learning books. This information is also **detailed in course outlines** (web links) on the PCA website. Prices are set out in this web-link. Full disclosure of these additional fees is **provided prior to enrolment**.

Course applicants (Candidates/Students) in VSL approved courses, will **not be charged fees other than the tuition fee** by PCA for

- assessments to determine whether a student is academically suited to undertake a course;
- applying for enrolment, or enrolling in, an approved course.

### Publishing variation of tuition fees

If PCA varies the tuition fees for an approved course, or a part of an approved course, the changes will be published on the PCA website as soon as practicable the tuition fees are varied (s50 VSL Act).

PCA will publish prominently on its website the tuition fees as varied, so that the fees are easily accessible without provision of login information.