



## Fees and Charges Schedule 2016

Form: Fees and Charges Schedule 2015\_v1.0

Date Created: Dec 2015

Date Reviewed:

Version: 1.0

**Please note that this Fees & Charges Schedule is effective from 15 December 2015.**

IRT College operates within the guidelines of the IRT College and IRT Group policies and procedures. Our courses require English language, literacy and numeracy skills appropriate to the course level. Courses may be offered on a first in basis where a maximum number of enrolments apply. Priority of course entry is made to IRT employees. Note that specific government subsidised programs may have entry/eligibility requirements that IRT College must comply with.

**IRT College reserves the right to cancel a course if insufficient enrolments are received. Should IRT College cancel a course, 100% of fees paid will be refunded. Late enrolments may be accepted at the discretion of IRT College. Course dates and fees are subject to change without prior notice.**

Please see IRT College Student Handbook for Fee exemption/concession eligibility and complete the Fee Exemption/Concession Application.

SUBSIDISED TRAINING		
Qualification Level/Category	Fee	Payment Terms
<b>NSW School Based Traineeship</b>		
<i>This training may be offered under the NSW Smart and Skilled program and is subsidised by the NSW Government</i>		
Certificate III in Individual Support	Student Fee \$1000.00	This fee is payable prior to enrolment Please note: Fee exemptions/concessions may apply for eligible applicants
<b>ACT Traineeships</b>		
Certificate III in Individual Support	For IRT employees no fee applies as per ACT funding agreement 2014	This training is funded by ACT Govt. in partnership with the Commonwealth Govt. Please Note: Fee exemptions/concessions may apply for eligible applicants
<b>ACT – Skilled Capital</b>		
<i>Skilled Capital is an ACT Government training initiative, funded by the ACT and Australian Governments</i>		
Certificate III in Individual Support	Student Fee \$300.00	This fee is payable prior to enrolment Please note: Fee exemptions/concessions may apply for eligible applicants
Certificate IV in Ageing Support	Student Fee \$710.00	This fee is payable prior to enrolment Please note: Fee exemptions/concessions may apply for eligible applicants



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<b>FULL FEE TRAINING</b>		
<b>Qualification Level/Category</b>	<b>Fee</b>	<b>Payment Terms</b>
<b>Private/Employer Sponsored Learners (A group discount may apply, contact IRT College for further information)</b>		
Certificate III in Individual Support Certificate III in Health Support Services	\$2325.00	Upfront payment in full
Certificate IV in Leadership and Management Certificate IV in Ageing Support Certificate IV in Leisure and Health	\$2975.00	Upfront payment in full
Diploma of Leadership and Management	\$4200.00	Upfront payment in full
<b>Accredited Short Courses</b>		
Medication Assistance Skill Set (2 days) (including HLTAAP001 Recognise healthy body systems and HLTHPS006 Assist clients with medication)	\$500.00 \$250.00 per unit	<b>Price and payment terms on application</b>
Provide first aid HLTAID003	\$200.00	
High support and complex care skill set (4 Days)	\$1000.00	
Individual units of competency – Certificate III	\$250 per unit	



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Non-accredited Short Courses – Price on application		
Contribute to the care of people with diabetes <i>Note: Pre-requisite unit Medication Assistance Skills Set</i>	\$200.00	<b>Payment is to be made prior to course</b>
CPR Refresher	\$100.00	
Basic clinical observation	\$200.00	
Up-Skill Series: Dementia Care	\$200.00	
Up-Skill Series: Palliative Care	\$200.00	
Provide basic foot care	\$200.00	
Provide work skill instruction	\$200.00	
OTHER FEES & CHARGES		
Qualification Level/Category	Fee	Payment Terms
Recognition of Prior Learning (RPL) Fees		
Certificate III – full qualification	\$1325.00	Payment in full required upon submission of evidence portfolio. (within 2 weeks of receipt of RPL application and guide from IRT College) Exemptions/ Concessions 1. RPL fees Not Applicable for approved Traineeship learners. 2. RPL fees Not Applicable for learners enrolled and paid in full to complete qualifications i.e. RPL incorporated into course fee.
Certificate IV – full qualification	\$1825.00	
Unit of Competency	\$195.00	
Credit Transfer	\$50.00	As per regulatory requirements IRT College charges no fee for Credit Transfer.
Full qualification including partial RPL or Credit Transfer	To be advised	Full qualification including partial RPL or Credit Transfer



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Other fees		
Request for Replacement Certificate/Statement of Attainment	\$50.00	Upon application by employee
Refund/Withdrawal Application	NIL	<p>Upon application</p> <ul style="list-style-type: none"> <li>– Note: Students who give notice to cancel their enrolment more than 10 days prior to the commencement of a program will be entitled to a full refund of fees paid.</li> <li>– Students who give notice to cancel their enrolment less than 10 days prior to the commencement of a program will be entitled to a 75% refund of fees paid. The amount retained (25%) by IRT College is required to cover the costs of staff and resources which will have already been committed based on the students initial intention to undertake the training.</li> <li>– Students who cancel their enrolment after a training program has commenced will not be entitled to a refund of fees.</li> </ul> <p>Discretion may be exercised by the General Manager or delegated representative in all situations, if the student can demonstrate that extenuating or significant personal circumstance led to their withdrawal. <i>See Student Handbook for details.</i></p>