

VET Student Loan Statement of VET Tuition Assurance

- 1 Malekhu Investments Pty. Ltd. TA **Queensford College** ABN: **17129064437**/ACN: **129 064 437** (the first provider) must comply with the VET Tuition Assurance requirements. This is to protect students 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 2003* (the Act) and Subdivision J—Tuition assurance (VET Student Loans Rules 2016).
- 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*, through current membership of the **Australian Council for Private Education and Training (ACPET)** Australian Student Tuition Assurance Scheme (the Scheme). Contact details for **Australian Council for Private Education and Training (ACPET)** (TAS Administrator) are:

Australian Council for Private Education and Training (ACPET)

- Website: www.acpet.edu.au
- Email: qld@acpet.edu.au
- Phone Number: (07) 3210 1628

This arrangement protects VET students in the event that Queensford College ceases to provide a VET course of study in which a VET student is enrolled once a course has commenced but before its completion. This could include the following scenarios in the event that Queensford College:

Ceases to operate as a Registered Training Organisation (RTO).

- Registration as an approved RTO provider is revoked by the National Training Regulator.
- The course is remarkably different to the course in which the student enrolled.
- The processes for cancellation and withdrawal have not complied with the documented cancellation and withdrawal policies and procedures.
- Is unable to deliver content of the course to the expected standard under the Australian Qualifications Framework.

Queensford College must provide notice to the Tuition Scheme Operator within two (2) business days should the following events occur:

- Notice or proceedings are taken to cancel business registration under the Corporations Act 2001 (or similar legislation), or dissolve as legal entity
- Placed into external administration
- Fails to comply with a statutory demand under the Corporations Act 2001
- Unable to pay debts when due
- A resolution is made to close the company.

In the event that Queensford College ceases to provide a VET Student Loan approved course once commenced, but before completion, the following steps will be taken in accordance with the VET Student Loan Rules 2016, Tuition Assurance (paragraph 91):

- Impacted students will be contacted in writing within two (2) business days to advise that the course is no longer being provided
- Hold a meeting with students and the Tuition Assurance Scheme Operator within seven (7) days of the students being notified at the primary location where the course is delivered
- Update the affected course page on the Queensford College website and provide tuition assurance information as soon as practicably possible
- Provide the Tuition Assurance Scheme Operator with notice of events within twenty four (24) hours of the event occurring. Within three (3) business days of ceasing to provide the course, the following information will be provided:
 - Students full name and contact details
 - Units of study the student is enrolled in
 - Tuition fees and payment information
 - Copy of statement of attainment for units completed.

Should the Secretary decide Queensford College has ceased to provide a course, the Tuition Assurance Operator (ACPET) is required to:

- a) Provide for student's whose tuition fees are covered by a VET student loan to be able to finish the course, or an equivalent course;

OR

- b) Repay a student's tuition fees if the fees were paid using a VET Student Loan and it is impractical for the student to finish the course, or an equivalent course.

The amount of tuition fees paid under the loan scheme must be repaid to the Commonwealth.

Should Queensford College enrol students as a replacement provider, the student's statement of attainment units attained or USI record will be awarded as credits towards the replacement qualification. The student would not be charged course tuition fees for the replacement components of the replacement course.