

STUDENT ANCILLARY CHARGES

Activity	Fee
Enrolment Fees	
Enrolment Fee for Vocational Education Training (VET) Courses (non-refundable)	\$250.00
Enrolment Fee for Higher Education Courses (non-refundable)	\$250.00
Change of Course Fee (Payable upon acceptance of a change of course to a different discipline or level. Only applicable if a CoE was already issued for the previous course- non refundable)	\$200.00
General Fees	
Re-issue Student ID Card	\$ 15.00
Photocopy/Printing Fee	Minimum \$10 per Recharge
<i>Note: - All new students receive a \$5 once only credit on their student card upon enrolment</i>	
- Standard (A4 size, black and white) printing or photocopying: cost is per side	\$ 0.10
- Black and white (A3) printing or photocopying: cost is per side.	\$ 0.20
- Colour printing and photocopying (A4): cost is per side	\$ 0.20
- Colour printing and photocopying (A3): cost is per side	\$ 0.40
Late Payment Fee	\$100.00
Fee Extension Administration Charge	\$100.00
Supplementary Examination Fee	NIL
Re-issuing of Academic Qualifications	
Re-issue Transcript	\$ 30.00
Re-issue Certificate (VET)	\$ 30.00
Re-issue Testamur	\$100.00
Postage of certificates etc.	
- Registered Mail	\$ 25.00
- Courier	\$ 40.00
VET Re-assessment/ Repeat Fees	
VET Re-assessment/Re-submission Fee (for students who are deemed NYC at the conclusion of a study block and are eligible to re-sit or re-submit an assessment or exam) (Refer to VET Student Handbook) with supporting documentation for extenuating circumstances.	No charge
VET Re-assessment/Re-submission Fee (for students who are deemed NYC at the conclusion of a study block and request to re-sit or re-submit an assessment or exam) (Refer to VET Student Handbook) NOT due to extenuating circumstances.	\$250.00
VET Repeat Subject Fee (for students who are deemed NYC at the conclusion of a study block due to (1) failure to submit an assessment on time, (2) sit for an exam or (3)unsatisfactory attendance will be required to repeat the entire subject)	Applicable subject fee
Graduation Fees	
Graduation Fee (Includes gown hire, e-photo and two guests)	\$80
Graduation attendance (additional guests)	\$35
Credit Card Charges	
Credit card surcharge	Will be charged based on the most recent monthly rate Quoted at the time of payment
Cohortpay processing fee	2.5%

Activity	Fee
Library Fees	
Late fee (7 day loan 1 – 89 days overdue)	\$1 fee per DAY up to a maximum amount of \$30.
Late fee (2 days loan 1 – 89 days overdue)	\$2 fee per DAY up to a maximum amount of the book.
Late fee (3 hour loan 1 – 89 days overdue)	\$5 fee per DAY up to a maximum amount of the book.
Lost/damaged book fee (90 days overdue)	Replacement Book Cost (latest version) + 30% administration Fee