



### Statement of Fees for the Current Year

Please note the delivery method for all GTPS courses is face to face and/or blended option. Blended option refers to a combination of class and independent learning with Trainer support

COURSE OR UNIT DESCRIPTION	Self-Funded Students	**Estimated Government Contribution per Qualification	Government Funded Students	
			Concessions	Non-Concessions
Enrolment or Registration fee	\$50	N/A	\$ 50	\$50
CHC30212 Certificate III in Aged Care	\$1,500	\$ 3,800	\$ 50	\$ 250
CHC30312 Certificate III in home and community Care	\$1,500	\$ 3,450	\$ 50	\$ 250
Dual CHC30212 Aged Care and CHC30312 HACC	\$1,700	\$ 5,000	\$ 80	\$ 400
CHC40312 Certificate IV in Disability	\$ 2,500	\$ 4,300	\$ 60	\$ 300
CHC40108 Certificate IV Aged Care	\$ 2,500	\$ 5,190	\$ 60	\$ 300
CHC40212 Certificate IV in Home and Community Care	\$ 2,500	\$ 4,300	\$ 60	\$ 300
Any two Cert IV's combined	\$ 3,000	Will depend on additional units for the second qualification	\$ 80	\$ 400

**\*\* All Government Funded Estimates assume no RPL and/or Credit Transfer is applicable to the student**

#### SHORT COURSES

SHORT COURSE	CHARGES
First Aid Short Course	\$ 127
CPR Refresher	\$ 50
Manual Handling Certificate of participation	\$ 50
HLTHSE204D Follow safe manual Handling Practices	\$ 100
22099VIC Course in First Aid Management of Anaphylaxis	\$ 60
22024VIC Course in Emergency Management of Asthma in the Workplace	\$ 50
CHCCS305B Assist Clients with medication (pre-requisite HLTAP301A)	\$ 200
HLTIN301C Comply with infection control policies and procedures	\$ 120

#### OTHER CHARGES TABULATED

Description	Fee
RPL for any Certificate III unit of competency	\$100
RPL for any Certificate IV unit of competency	\$150
1 <sup>st</sup> and 2 <sup>nd</sup> re-assessment of a unit of competency initially assessed as "NYS"	\$ 0
3 <sup>rd</sup> and consecutive re-assessments of a unit of competency assessed as "NYS"	\$ 50
Lamination of each certificate or other personal documents (Per pocket)	\$ 2

T-Shirts for Placement (Reimbursement of costs to RTO)	\$ 20
Replacement of Lost or damaged certificate(non-RTO's fault)	\$ 50
Separate SOA for a Unit of Competency in a Qualification	\$ 50
Personal documents Photocopy	\$ 0.20
Registered Mail postage charges	\$ 10

Please note that

- The student tuition fees as published are indicative only and are subject to change given individual circumstances at enrolment.
- GTPS reserves the right to offer a discount to students based on research into client base and prevailing market rates.
- GTPS is compliant with the Equal Opportunity Act 2010 and therefore encourages all potential students to apply for government funded training.
- Available upon request is additional information (appendix) on eligibility fee exemption, fee concessions and fee waiver etc

### **Non Refundable Registration fee for all students:**

Both Government-funded and Self-Funded Students enrolling at GTPS are required to pay a non-refundable registration fee of \$ 50 upon which they get issued with a Student Pack.

### **Withdrawal, Course Cancellations, Fee Transfers and Refunds**

- If GTPS cancels any course all tuition fees paid will be refunded 100% unless the student wishes to transfer the fee to another of GTPS courses. No registration fee will be applicable for such transfer. The student will consent in writing for the transfer of the fee to occur
- Any student who has paid in advance for a Short Course (below \$ 200) and cannot attend has an option of receiving a full refund or transfer the fee paid to the next available course
- All Students who intend to withdraw from any Qualification MUST put the request in writing and sign the GTPS Withdrawal Request Form.
- Withdrawal prior to a Qualification commencement will be acknowledged and any tuition fees paid will be refundable a 100% less the \$ 50 Registration fee.
- Once training for any qualification has commenced and a student decides to withdraw, all fees owed to GTPS at the time of withdrawal MUST be paid in full within a 14 days period and no payment plan will apply. Calculation formula to determine the fee amount owing at time of withdrawal will be:  
***Course Tuition Fee (e.g. \$ 2000) divided by Course Duration (e.g. 24 weeks) = \$ 83 per every week of training covered at time of withdrawal***
- Full tuition fees is payable to GTPS if any Student who has an extended study duration for any qualification decides to withdraw.

### **Payments**

- All GTPS **Short Courses** Fee of less than \$ 200, must be paid prior to the Short Course commencement or on the day of the course.
- All Self-Funded Students completing any GTPS qualification will be required to pay \$ 500 prior to course commencement and thereafter enter into a payment plan for the fee balance.

**PLEASE CONTACT 03-9356 -4646 or 041 -437 -6163 or email**  
**[contact@guidestartraining.com.au](mailto:contact@guidestartraining.com.au) for any clarifications**