



Australian College of Commerce & Management

Fee Schedule 2012

Effective 1 January 2012

New Worker Traineeship Enrolment Fees

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|--------------|-----------|---|
| NSW \$436 pa | ACT \$300 | Other States: subject to qualification / units selected and government funding availability |
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New Worker Traineeship Fees are non-refundable compulsory fees set by DET. They are payable at Enrolment and not normally refundable.

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| NSW New Worker Traineeship Course Fees | Course Fees for Cert 3 and Cert 4 Traineeships are funded by NSW DET. Contact the College for Course Fees for Certificate 2 and Diploma Traineeships. |
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| ACT New Worker Traineeship Course Fees | | New Worker Traineeship Course Fees for other states | |
|--|---------|---|---------|
| Certificate 2 level courses | \$1 200 | All courses except those listed below | \$3 000 |
| Customer Contact courses | \$1 200 | Cert 4 in IT & Cert 4 in Accounting | \$3 300 |

* Payment terms are as for Existing Worker Traineeships – see below

| Existing Worker Enrolments – All States (Distance Delivery) | Fees | Payment Terms |
|--|---------|--|
| Existing Worker Traineeships - Cert 3 & Cert 4 (except those listed below) | \$3 000 | Enrolment Fees COD; Other Fees Net 14 days Certificate III and IV Payment Terms: <ul style="list-style-type: none"> ▪ \$436 Enrolment Fee payable at commencement ▪ \$1064 payable at 3 months ▪ Balance payable at the earliest of 12 months or completion Diploma /Advance Diploma <ul style="list-style-type: none"> ▪ \$436 Enrolment Fee payable at commencement ▪ \$1064 payable at 3 months ▪ \$1000 payable at 6 months ▪ Balance payable at the earliest of 12 months or completion |
| Certificate IV in Information Technology (all specialisations) | \$3 300 | |
| Certificate IV in Accounting or Bookkeeping | \$3 300 | |
| Certificate IV in Legal Services | \$3 300 | |
| Diploma level Existing Worker Traineeships | \$4 200 | |
| Advance Diploma Courses | \$5 000 | |
| Existing Worker Enrolments – All States (Workshop Delivery) | | |
| Workshop Delivery Existing Worker Traineeships (Cert 3 & Cert 4) | \$4 000 | |
| Diploma Workshop Delivery Existing Worker Traineeships | \$5 200 | |

Document Re-Issue Fees

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| Qualifications | \$40 |
| Statements of Attainment | \$40 |

Private or Employer Sponsored Enrolments - Distance Delivery – Trainer Support Provided

Refer to the Enrolment Form for Course Fee payment terms.

| Courses | 1 – 9 students | For 10 or more | For 20 or more | For 50 or more | For 100 or more |
|--|----------------|----------------|----------------|----------------|-----------------|
| Certificate II Courses | \$1 900 | \$1 800 | \$1 600 | \$1 400 | \$1 200 |
| Certificate III Courses except IT | \$2 300 | \$2 100 | \$1 900 | \$1 700 | \$1 600 |
| Certificate III in IT | \$3 000 | \$2 800 | \$2 600 | \$2 400 | \$2 200 |
| Certificate IV Courses except below | \$3 000 | \$2 800 | \$2 600 | \$2 400 | \$2 200 |
| CIV in IT & CIV in Accounting | \$3 300 | \$3 100 | \$2 900 | \$2 700 | \$2 500 |
| CIV in Legal Services & CIV in Bookkeeping | \$3 300 | \$3 100 | \$2 900 | \$2 700 | \$2 500 |
| Diploma Courses | \$4 200 | \$4 000 | \$3 800 | \$3 600 | \$3 400 |
| Upgrade to Diploma from Certificate IV courses | \$2 400 | \$2 300 | \$2 300 | \$2 000 | \$2 000 |

Tier 2 Courses

| Delivery method | 1 – 9 students | For 10 or more | For 20 or more | For 30 or more | For 50 or more |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|
| Face to Face / Workshop Delivery | \$600 | \$550 | \$500 | \$480 | \$450 |
| Distance Delivery | \$395 | \$395 | \$350 | \$325 | \$300 |
| On-line / E-learning | \$395 | \$395 | \$350 | \$325 | \$300 |

RPL Fees

| Level of Qualification | Fees |
|------------------------------|--------|
| Certificate II & III Courses | \$400 |
| Certificate IV Courses | \$800 |
| Diploma Courses | \$1200 |
| Advance Diploma Courses | \$1600 |

* payable in addition to course enrolment fees # exemptions to fees may apply for New Worker Traineeships

Refund Fees for Private Enrolments

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| Refunds apply for Private Enrolment withdrawals advised in writing within 4 weeks of enrolment. Receipt of your cancellation will be acknowledged. The following charges will be deducted: | |
| Administrative & Postage Charge | \$100 |
| Course Material Charge | \$100 |
| Course Materials – IT | \$200 |

Workshop and Face to Face Courses or Programmes Please contact the College for a quotation on your face to face workshop programme needs.
Refer to the Current Student Information and Course Orientation Guide for College Refund Policies