

STATUTE 9.2 - FEES AND CHARGES (TAFE DIVISION)

Definitions

1. In this Statute-

“government-funded course” means that the cost of the provision of the course or activity is met out of funds provided to the University under its performance agreement with the Victorian Learning and Employment Skills Commission;

“Credit Transfer” means an exemption based on evidence provided by the student of the successful completion of an identical unit/module with another registered training organisation or within the University;

“Fee for Service” means a course, program or other service or activity conducted by the University TAFE Division other than a government-funded course;

“Fund” means the student amenities Fee fund and includes the capital and income of the fund;

“Ministerial Directions” are the Vocational Education and Training Act 1990 Ministerial Directions to Councils of TAFE Institutes and Universities with TAFE Divisions;

“minimum charge” means the minimum amount that must be paid in any twelve month period by a student in a government-funded course as prescribed in the Ministerial Directions;

“performance agreement” means performance agreement entered into pursuant to section 10 of the Vocational Education and Training Act 1990;

“Recognition of Prior Learning” occurs when a student seeks, and gains recognition, for their skills and knowledge no matter where or how these were acquired ie work experience, education, training or life experience;

“Student Discipline Committee” means the Student Committee established under Statute 2.4;

“Vice-Chancellor” means the Vice-Chancellor or his or her delegate.

Student Amenities Fee

2. Subject to section 7 the Council may impose an annual compulsory non-academic fee, subscription or charge for the purposes of providing student services and amenities.

The Fund

3. The money received under section 2 constitutes the Fund and must be invested as the Council directs from time to time.

Expenditure from the Fund

4. After deduction from the Fund of an amount annually determined by the Council for the cost of administering the Fund, the Fund shall be applied by the Council to the provision of facilities, services or activities of a non teaching nature of a direct benefit to the University or the students.

Annual Financial Statement

5. The Council, annually, shall cause to be prepared in the University’s annual report a statement specifying-

(a) the amount of student amenities fees collected in the preceding year;

- (b) the purposes for which expenditure was made from the Fund;
- (c) the organisations to which money was made available and the amount of money made available to each organisation;
- (d) the purposes for which money was expended by organisations to whom they were made available; and
- (e) the names of any organisations to which the organisations in paragraph (c) made available moneys from the Fund and the amount of money made available to each.

Collection of Tuition fees

6. The calculation of Tuition fees and the minimum and maximum amount that may be charged in any twelve month period to a student in government-funded courses is as prescribed in the Ministerial Directions.

Concessions from fees

7. (1) The Council will apply the prescribed concessions from tuition fees in accordance with the Ministerial Directions.
- (2) The Council may delegate to an officer prescribed under Statute 2.1 – The Council, the Schedule of Prescribed Officers its power to grant a student a concession from the liability to pay the whole or part of any fee or charge payable under this Statute.

Fee for Service

8. The Council will determine the tuition fee for Fee for Service activities on a full cost recovery basis.

Payment of fees

9. (1) All fees and charges payable under this Statute shall be paid in full at the time of enrolment or re-enrolment.
- (2) The Vice-Chancellor may grant to any person an extension of time for payment of fees, which extension of time may be subject to the payment of an additional fee determined by the Vice-Chancellor under paragraph 12(1)(c).
- (3) The Vice-Chancellor may suspend or terminate a student's enrolment if all fees due have not been paid by the specified date.
- (4) A student may appeal to the Student Discipline Committee against the decision of the Vice-Chancellor made under sub-section 9(3). An appeal must be lodged in writing with the Secretary to the Student Discipline Committee within 20 working days of the date of the decision appealed against.

Recovery of amounts owed as fees

10. Any amount owed to the University as fees or charges by a person whose enrolment is suspended or terminated, including a person whose enrolment is suspended or terminated under sub-section 9(3), shall be payable as a debt and may be recovered by the University.

Refund of fees

11. (1) The Vice-Chancellor will provide refunds to students as prescribed in the Ministerial Directions.

- (2) The Council may determine any refunds for students enrolled in Fee for Service activities.
- (3) Notwithstanding the provisions of sub-sections (1) and (2) if, in the opinion of the Vice-Chancellor, special circumstances have caused a student to cancel his or her enrolment during the year, the Vice-Chancellor may refund all or part of any fee paid by the student for that year.

Charges for amenities, services and facilities

12. (1) The Vice-Chancellor may, by an instrument of writing, from time to time determine the charges to be made-
 - (a) to any organisation or person in respect of any goods, equipment, facilities, services or activities provided by the University for the use by the organisation or person;
 - (b) for providing a copy of his or her statement of results;
 - (c) in respect of an extension of time for enrolment, re-enrolment, or payment of fees under sub-section 9(2);
 - (d) for providing replacement identity cards;
 - (e) in respect of an application for a refund of fees and charges;
 - (f) in respect of an extension of time for any administrative service provided by the University.
- (2) The Vice-Chancellor shall inform the Council of the terms of every determination made under sub-section (1) at the next meeting of the Council after the determination has been made.

Non-payment of amounts owing

13. (1) Unless the Vice-Chancellor in a particular case decides otherwise, a person who has not paid all fees or charges owing by the person to the University will not be entitled to-
 - (a) enrol or re enrol;
 - (b) receive any results of assessment;
 - (c) graduate or receive any award of the University;
 - (d) receive an academic transcript;
 - (e) use library services;
 - (f) use computer services.
- (2) Any money owed in respect of-
 - (a) any fee or charge payable under this Statute;
 - (b) a loan provided from the University;
 - (c) accommodation provided;
 - (d) childcare services provided;
 - (e) library fines and charges for book replacements;
 - (f) a fine or order of compensation made by a Head of School under Regulation 6.1;
 - (g) a fine or order of compensation made by the Student Discipline Committee under Regulation 2.4-The Student Discipline Committee- which remains unpaid beyond the due date for payment shall be regarded as a charge for purposes of this section.

Regulation

14. (1) The Council may at any time make Regulations, not inconsistent with this Statute, prescribing all matters which by this Statute are required or permitted to be prescribed, or which are necessary or convenient to be prescribed for carrying out or giving effect to this Statute and by later Regulation revoke or amend any such Regulations.

- (2) Regulations made under this Statute shall be promulgated by being exhibited on the official notice boards of the University and after being so promulgated shall remain so exhibited for at least fourteen days during which time the University is operating.

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