For all relevant RTO staff

THIS SERVICE AGREEMENT NOTIFICATION (SAN) 2012-12 SUPERSEDES AND REPLACES SAN 2011-13 ISSUED ON 30 DECEMBER 2011

Background

- The Government has recently announced fees and subsidies to apply to commencements in government subsidised training from 1 July to 31 December 2012. Previously announced fees and rates (see SAN 2011-13) apply only to the following cohorts for commencements in courses before 1 July 2012:
  - Enrolments in courses that commence on or after 1 January 2012 and before 1 July 2012 (including students enrolled in an Apprenticeship that commenced on or after 1 July 2009 and before 1 July 2012).
  - Enrolments in courses that commenced on or after 1 July 2009 and before 1 January 2012 (excluding students enrolled in an Apprenticeship that commenced on or after 1 July 2009 and before 1 July 2012).
- A small number of changes implementing other government announcements are also below. This SAN varies the above listed Agreements to incorporate the new arrangements.

Main Points

Variations effective 1 July 2012

- Details of 2012 fee levels and arrangements for their administration are described in the revised 2012 Guidelines about Fees (Revised May 2012) at Attachment 1. This SAN varies and replaces all references to the 2009 Ministerial Directions about Fees in all current Agreements with a reference to the 2012 Guidelines about Fees. Please note that there has been no change to the way RTOs need to calculate tuition fees for enrolments that commenced before 1 July 2012.

The 2012 Guidelines about Fees (Revised May 2012) have been amended to include the words ‘before 1 July 2012’ in the relevant sections, and now include information on how to calculate fees for enrolments that commence on or after 1 July 2012.

- Information on rates for enrolments in courses that commence before 1 July 2012 is described in the Rate Tables at Attachment 2. Please note that there has been no change to the rates since they were last issued on 30 December 2011.

- Industry Sector and Cohort Weightings for enrolments in courses that commence before 1 July 2012 are described at Attachment 3. Please note that there has been no change to the weightings since they were last issued on 30 December 2011.

- The Commission reserves the right to fund or not fund any course or qualification on an RTO’s scope of registration at its absolute discretion.

- During the Term, the RTO must participate in and assist, as required, with any Peer Review Panel as reasonably requested by the Commission.
From 1 July 2012, where a provider subcontracts to another RTO, providers will only be able enter new subcontracting arrangements for the provision of government subsidised RPL services with RTOs that are also contracted with the Victorian Skills Commission.

Other information
- From 1 January 2013, all students will be subject to new fee and subsidy arrangements.
- RTOs are advised that from 1 January 2013 they will be required to report the fee per hour charged to each student via the Client Tuition Fee field in the Student Statistical Data Collection. Changes to Student Management Systems may be required in order to action this requirement. The Victorian VET Student Statistical Collection Guidelines will be updated to reflect this requirement.

Actions Required:
- All fees for 2012 must be continue to be administered in accordance with the relevant sections of the 2012 Guidelines about Fees, including fee tables.
- If required, changes to Student Management Systems should be actioned to utilise the Client Tuition Fee field from 1 January 2013.
- All enquiries concerning this Service Agreement Notification should be lodged on SVTS under the Category 'Refocusing VET'.

Critical Dates
- This SAN is effective immediately.

Attachments
- 2012 Guidelines about Fees (Revised May 2012) at Attachment 1.
- Rates Tables to apply to enrolments in courses that commence before 1 July 2012 are at Attachment 2.
- Industry Sector and Cohort Weightings to apply to enrolments in courses that commence before 1 July 2012 are at Attachment 3.

Relevant Resources
- RTOs may wish to refer to the SAN 2012-10 for information on fees and rates for commencements on or after 1 July 2012.

Lee Watts
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Sector Operations