

## Schedule of Fees and Charges

The College of Therapy Yoga (COTY) is a Registered Training Organisation Code No. 45020 and operates in accordance with applicable legislation and the Standards for Registered Training Organisations 2015. COTY charge fees for services provided to students undertaking a course of study. These fees are for items such as course materials, administrative support, student services and training and assessment services.

### **When and how do I pay?**

Fees are payable when you receive your confirmation of enrolment and invoice for the enrolment fee. Fees must be paid in full within 5 days of receiving this notification. We may cancel an enrolment or discontinue training if fees are not paid as required. Payment methods include direct deposit, cheque or credit card (attracts 1.5% bank fee). Ongoing fee payments are in advance.

### **Can I get a refund?**

Yes - If you give notice to cancel your enrolment 10 business days or more prior to the commencement of a programme you will be entitled to a full (100%) refund of fees paid.

If you give notice to cancel your enrolment 9 business days or less prior to the commencement of a programme you will be entitled to a 75% refund of fees paid. The amount retained (25%) by COTY is required to cover the costs of staff and resources which will have already been committed based on your initial intention to undertake the training.

If you give notice to cancel your enrolment after a training program has commenced, you will not be entitled to a refund of fees. Outstanding fees must be paid up to the end of the instalment period following advice of withdrawal.

Discretion may be exercised by the Chief Executive Officer if there is extenuating or significant personal circumstance that led to your withdrawal.

### **Our guarantee to you**

If for any reason COTY is unable to fulfil its service agreement with a student, COTY must refund the student's proportion of fees paid for services not yet delivered.

### **How do I get a refund?**

To obtain a refund you are required to give written notice to cancel your enrolment and complete a Refund Request Form. Written notice may be in the form of an email or letter. Where refunds are approved, the refund payment will be paid via electronic funds transfer using the authorised bank account nominated by you. This payment will be made within 14 days from the time you gave written notice to cancel your enrolment.

### **Are my fees protected in case I need a refund?**

Yes - COTY has a responsibility to protect the fees paid by students. To meet this need, COTY will only accept an initial payment of no more than \$1,500 from each student prior to the commencement of their course. This fee protection arrangement complies with national standards designed to limit the amount paid by a student's in advance of services being delivered.

### **Do I pay GST in my tuition fees?**

No – Training tuition fees are GST exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for 'professional or trade course' is a GST-free education course. GST does apply on the payment of some miscellaneous charges.

### **Changes to terms and conditions**

COTY reserves the right to amend the conditions of the student's enrolment at any time. If amendments are made that effect the student's enrolment the student will be informed in writing via email 7 days prior to changes taking effect.

### **Responsibility for training quality**

COTY is responsible under its registration with the Australian Skills Quality Authority for the quality of the training and assessment being delivered on your chosen course and is also responsible for the issuance of any AQF certificate that may result based on your achievement of the course requirements.

Please refer to the Student Handbook for further information on all student rights and obligations.

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10137NAT Certificate IV in Remedial Yoga Teaching		\$9,600
<p><b>Notes</b></p> <ul style="list-style-type: none"> <li>– All Training tuition fees paid monthly in advance and are exempt from the payment of GST.</li> <li>– The initial application/enrolment fee for RPL into this qualification is \$1,500.00 with the balance of the fee due at the completion of the RPL assessment process before any AQF certificate is issued.</li> <li>– All fees must be paid in full before students can be issued with any AQF Certificate relating to their achievements</li> <li>– Provide First Aid Training is not included in course fees and is payable in addition.</li> </ul>	<p><b>First payment – Enrolment Confirmation</b></p>	\$1,500.00
	2nd Payment	\$675.00
	3rd Payment	\$675.00
	4th Payment	\$675.00
	5th Payment	\$675.00
	6th Payment	\$675.00
	7th Payment	\$657.00
	8th Payment	\$675.99
	9th Payment	\$675.00
	10th Payment	\$675.00
	11th Payment	\$675.00
	12th Payment	\$675.00
	Final Payment	\$675.00

### Other fees and charges

Item	Cost (inc.GST)
Copy Fee. Required where a student requests a photocopy of their student record	\$10.00
Re-issuing a certificate, qualification or statement of attainment	\$50.00
Replacement of issued learning/reference workbook (per module/unit)	\$95.00
Re-assessment fee (GST exempt)	\$300.00
<p><b>Note:</b> Students will be offered one additional assessment opportunity during a normal training program for each assessment event. The re-assessment fee will only apply if the student chooses to persist in order to demonstrate competence and complete the qualification. The re-assessment service includes individual re-training to prepare the student for the re-assessment.</p>	