VSL – TUITION ASSURANCE POLICY AND PROCEDURE

INTRODUCTORY

Purpose

The purpose of this document is to outline the policy and procedure of Evolve College Pty Ltd (RTO 41035) (referred to as “Evolve College” or “the provider”), in relation to tuition assurance for a course that has been approved for VET Student Loans (VSL).

VET Student Loans approved course

Evolve College is an approved provider of the following course (“approved course”):

• HLT52015 Diploma of Remedial Massage

This policy and procedure relates to tuition assurance in relation to the above approved course.

1. TUITION ASSURANCE

The Commonwealth Government has in place an interim arrangement in relation to tuition assurance in the event of closure of a VSL approved provider. This interim arrangement has been extended by the Government until 31 December 2019.


“The current interim tuition assurance arrangements have been highly effective in protecting students. Students, providers and the training sector can be confident that the extended interim arrangements will continue to support students if tuition assurance is activated.

The Government is continuing its commitment to expand the successful Tuition Protection Service (TPS) for international students to domestic students accessing a VSL or a HELP loan at a private or TAFE higher education provider. It is expected that new arrangements will be implemented on 1 January 2020. More information will be provided in 2019.”

2. WHAT HAPPENS IF A PROVIDER CEASES TO PROVIDE THE COURSE?

2.1 If Evolve College ceases to provide the course

In the event that Evolve College ceases to provide an approved course after it starts but before it is completed, Evolve College shall perform the following actions:
a) Within 2 days, notify students enrolled in the course, in writing, that the course is no longer being provided;
b) Within 7 business days after notifying the students, hold a meeting with the students and the tuition assurance scheme operator ("Operator") for the course at the location where the course was primarily delivered;
c) As soon as practicable, update the provider’s website to reflect that the course is no longer being provided and to give tuition assurance information;
d) Give the Operator notice of events as required under sections 52 (information about events that affect provider) and 53 (notice and information when course ceases) of the VET Student Loans Act;
e) As soon as practicable after receiving notice from the Operator required under subsection 73(2) of the Act (which is notice that a student’s FEE-HELP balance must be re-credited), re-credit the student’s FEE-HELP balance.

2.2 If another college ceases to provide the course, and Evolve College steps in as a replacement provider

In the case that Evolve College acts as a replacement provider for another provider who ceases operations as a VSL approved provider, a student enrolled in a replacement course with the provider:

a) Shall be granted course credits for parts of the original course successfully completed by the student (with the prior, closed provider), as evidenced by a statement of attainment issued in accordance with the Australian Qualification Framework; and
b) Is not charged tuition fees for a replacement component of the replacement course.

3. TUITION ASSURANCE STATEMENT

Evolve College shall provide a copy of the Tuition Assurance Statement of the Commonwealth Government to students, by making it available for download on the policy page on its website.