

Rates for Government Subsidised Training						
Qualification information		Nom SCH delivered	Approx. Gov't contribution	Victorian Gov't Subsidised Rates at \$0.30 per SCH		
Code	Title			Tuition	Administration	Total
CHC43215	Certificate IV in Alcohol and Other Drugs (Apprenticeship/Traineeship and Non-Apprenticeship)	1303	\$13,681.00	\$390.00 \$78.00 (conc)	\$75.00	\$465.00 \$153.00 (conc)
CHC53215	Diploma of Alcohol and Other Drugs (Non-Apprenticeship/Traineeship) Concessions do not apply	1583	\$10,289.00	\$474.00	\$75.00	\$549.00
CHCSS00093	Alcohol and Other Drugs Skill Set	360	\$4,410.00	\$108.00 \$22.00 (conc)	\$75.00	\$183.00 \$97.00 (conc)
22510VIC	Course in Identifying and Responding to Family Violence Risk	50	\$550.00	\$15.00 \$0.00 (conc)	\$75.00	\$90.00 \$75.00 (conc)
Fees quoted are indicative only and may change in accordance with individual student's circumstances at the time of enrolment. Fees may also be varied for those who are experiencing hardship						
Concession rates are based upon 20% of the tuition rate for non-concession holders. If you cannot provide your concession card at the time of enrolment, you have up to 4 weeks to provide it otherwise the full rate will be charged. If you are granted a concession after you have commenced your studies, you will be provided with a refund proportional to your progress through the course at the time of receiving your concession card.						
Concession rates are based upon 20% of the tuition rate for each qualification where applicable and as indicated in bold red font above						
The 22510VIC Course in Identifying and Responding to Family Violence Risk is classed as a skill set						
All applicants who self-identify as being of Aboriginal and or Torres Strait Islander descent will not be charged fees.						
Other fees \$30 for reissue of Certificates and Statements of Attainment						

Full fee-paying Rates					
Qualification information		Nom SCH delivered	Full fee-paying rates		
Code	Title		Tuition	Administration	Total
CHC43215	Certificate IV in Alcohol and Other Drugs (Apprenticeship/Traineeship and Non-Apprenticeship)	1303	\$5200.00	\$75.00	\$5275.00
CHC53215	Diploma of Alcohol and Other Drugs (Non-Apprenticeship/Traineeship)	1583	\$7000.00	\$75.00	\$7075.00
CHCSS00093	Alcohol and Other Drugs Skill Set	360	\$1500.00	\$75.00	\$1575.00
22510VIC	Course in Identifying and Responding to Family Violence Risk	50	\$700.00	\$75.00	\$775.00
CHCSS00111	Problem Gambling Skill Set	130	\$1200.00	\$75.00	\$1275.00
Please enquire about payment plans					
Full fee rates will vary where Credit Transfers are applied in line with qualification rules.					
Enquire about costs for assessment only and or individual unit enrolments.					

OTHER INFORMATION

This page outlines other relevant information including:

- Fees and charges levied by Odyssey Institute
- Concessions and Fee Waivers
- Payment methods
- Our refunds policy; and
- Information about Payment Plans

Explanation of Fees and Charges

- Tuition fee Covers cost of training based upon the stated rate/s.
- A full fee-paying rate applies to those who are not eligible for government subsidised training (indicated in final column of table)
- The tuition fee for those eligible for government subsidised training is based upon \$0.30 per student contact hour.

Fee waivers

Fee waivers and exemptions will be applied to:

- Any person who self-identifies as being of Aboriginal and or Torres Strait Islander descent
- Individuals from the Judy Lazarus Transition Centre, upon provision of written confirmation from the Centre.
- Individuals who are required to undertake the courses pursuant to a community-based order made under the Children, Youth and Families Act, 2005 – requires provision of written confirmation from the relevant Youth Justice Unit of Department of Justice and Regulation.
- Students experiencing hardship may apply to have their fees reduced or waived at the discretion of the RTO Manager. Please feel free to enquire of the RTO Manager by contacting (03 8537 7111) or via studentadmin@odyssey.org.au

Administration fee

For administrative costs in processing enrolments, maintaining systems etc. Technical support for utilising online technology and systems

Materials

Odyssey does not charge material fees – students may download learning modules and assessment tasks from the student learning system

Concessions

Concession rates are based upon 20% of the tuition rate and apply to:

- All those who hold a Commonwealth Health Care Card; Pensioner Concession Card, or Veterans Gold Card
- Concessions also apply to a dependant spouse or dependent child of a card holder. Odyssey House will retain evidence of the currency of valid cards for audit purposes
- Asylum Seeker VET Program – evidenced by referral from Asylum Seeker Resource Centre (ASRC), or Red Cross Victims of Human Trafficking Program
- Students applying to study with Odyssey and do not have a concession card at that time, may apply for a concession after course commencement and must provide their concession card at that time. A refund of the fees paid will be made proportional to the amount of time the student has been in training prior to being granted the concession card.

Payment of Fees

Students enrolled under government subsidised training must pay fees in full within 14 days of enrolling or have negotiated a satisfactory payment plan.

Payment Plans and Conditions

- Students may be eligible to apply for a payment plan for the tuition and administration components of their fees only for fees exceeding \$300.
- All full fee-paying students are required to pay a 15% deposit upon completion of the enrolment • Payment plans may be discussed with the Student Coordinator and must be agreed before the commencement of their course.
- A maximum duration for a payment plan will be set according to the amount of fees due; and prior to the end date of the course, they are enrolling in.
- Payments may be made via Direct Debit or EFTPOS (via the phone) as determined by negotiation with student administration and approved by the RTO Manager

Refunds

Odyssey has a fair and reasonable refund policy. Students have access to the Fees, Charges and Refunds Policy via the Odyssey Institute website and through the Odyssey RTO Student Handbook.

Students will have the right to obtain a refund for services not provided by Odyssey if the:

- Arrangement is terminated early
- Odyssey fails to provide the agreed services
- In circumstances where the RTO cancels a course or is forced to close, a full refund of fees paid in advance will be made less the Administration Fee.

Withdrawals or enrolment cancellations prior to the course start date will result in a refund of the tuition fee. The \$75 administration fee is non-refundable. Refunds for withdrawals within the first four (4) weeks of the course start date will be considered by the RTO Manager. The RTO Manager will consider whether there has been engagement in learning and/or assessment or via collaboration with the trainer/assessor.

Students enrolled with Odyssey, who did not have a concession card at that time, may apply for a concession after course commencement and they produce their concession card. A refund of the fees paid will be made proportional to the amount of time the student had been in training prior to being granted the concession card.

Refunds will only apply to the tuition fees paid. The \$75 administration fee is non-refundable. Refunds due will be paid within one month of notification of the participant's withdrawal and paid into the same account as the fees were paid from. Students are to notify Student Administration via studentadmin@odyssey.org.au or by phoning 03 8537 7112 of withdrawal or enrolment cancellation.

Failure to pay fees

Failure to pay all fees due will result in:

- Withdrawal from a program; and or
- Withholding certificates/statement of attainment until full fees are paid.

Changes to Fees

The student tuition fees as published are subject to change given individual circumstances at enrolment.