

SCEI: Southern Cross Education Institute

ABN: 56 121 182 027

ACN: 121 182 027 (the first provider)

Scope:

- Must comply with the VET Tuition Assurance requirements. This is to protect students in the event SCEI ceases to provide a VET course of study in which a student is enrolled.
- These requirements are covered under VET Student Loans Rules 2016 – Section 91, 92 and 103.

Procedure:

1 In the event SCEI cease to provide a VET course in which a student is enrolled, the following will occur (Section 91 – VET Student Loans Rules 2016):

- 1.1 Student enrolled in the ceased course will be notified in writing within two (2) days advising that the course is no longer being provided
- 1.2 A meeting will be held with the students and tuition assurance operator at the course location, within seven (7) days after the students have been notified
- 1.3 The college website will be updated to reflect that said course is no longer being provided
- 1.4 Provide notice to the tuition assurance operator advising of the events occurring as required by section 52 and 53 of the VET Student Loans Rules 2016.
- 1.5 Once notice is received from the tuition assurance operator, the student is advised of their VET Student Loan Balance which is to be re-credited

2 When a replacement course is offered to students, the following will occur (Section 92 – VET Student Loans Rules 2016):

- 2.1 SCEI will ensure course credits are granted for the parts of the original course which has been successfully completed by the student. The student will be provided with a Statement of Attainment (SoA) which is in-line with the Australian Skills Qualification Framework
- 2.2 SCEI will offer a place in a similar VET course of study with a replacement provider without any requirements to pay the replacement provider any tuition fee for any replacement VET units (this is known as the 'VET Course Assurance Option'). However, the fees payable for the remainder of the replacement course may be different from the fees payable for the original course
- 2.3 Replacement courses offered will meet the following requirements:
 - 2.3.1 The course must lead to the same or a comparable qualification
 - 2.3.2 The mode of delivery of the replacement course must be the same, or with the student's consent, similar to the mode of delivery for the original course
 - 2.3.3 The location of the replacement course will be reasonable, with regards to costs, and or time required for a student to travel
 - 2.3.4 The student there will be no charge tuition fees for a replacement component of the replacement course
- 2.4 Each student who has been affect by the cessation of a VET course, will have a period of six (6) months in which to accept the replacement course offer. The Department may extend this period if there are circumstances which justify an extension.
- 2.5 Where a student enrolls in a course which is not a replacement course, the student may be required to pay any additional tuition fees, and may not receive any course credits the student may have received if the student had enrolled in the offered replacement course

3 Assurance Exemption Conditions (Section 103 – VET Student Loans Rules 2016):

3.1 SCEI will publish a statement on their website, www.scei.edu.au which outlines:

- 3.1.1 Any arrangement which have been made where a replacement course has been provided
- 3.1.2 If there are any consequences the students where SCEI is exempt from the requirement to be a party to an approved tuition assurance arrangement
- 3.1.3 Students will be advised where the VET Assurance Tuition Statement may be attained as part of the enrolment information provided to the student

4 Re-crediting the students VET Student Loan Balance

4.1 Where SCEI can offer no replacement course for the student, SCEI will re-credit the students VET Student Loan Balance for the affected parts of the original course. The amount re-credited will be equal to the amount the VET student loan used to pay tuition fees for the student for the course or parts of the course

5 Legislation

- 5.1 VET Student Loans Act 2016 <https://www.legislation.gov.au/Details/C2018C00402>
- 5.2 VET Student Loans Rules 2016 (Sections – 91, 92 and 103)
<https://www.legislation.gov.au/Details/F2017C00602>
- 5.3 Fact sheets - <https://www.education.gov.au/tuition-assurance-and-provider-closures>

