

# Melbourne Rudolf Steiner Seminar Ltd

A.C.N. 081 055 110  
RTO 3948 CRICOS 01812M VET Fee-HELP Provider: 7052



## STATEMENT OF VET TUITION ASSURANCE For ELIGIBLE STUDENTS enrolled in VET FEE-HELP ENABLED COURSES

Under the provisions of the *Higher Education Support Act 2003* (HESA) and its associated Guidelines the Melbourne Rudolf Steiner Seminar ("MRSS") is required to provide a tuition assurance arrangement for Australian citizens or Australian resident permanent humanitarian visa holders who are enrolled in a VET FEE-HELP enabled course offered by MRSS. This requirement is to protect students in the event that MRSS ceases to provide a course of study in which a student is enrolled.

A course of study is taken to have ceased if:

- the course does not commence on the agreed starting date (or a later date that has been agreed between MRSS and the enrolled students) and an arrangement has not previously been made between MRSS and the enrolled students to undertake a suitable alternative course; or
- the course ceases to be provided after it has started (for any reason); or
- the full course has not being delivered because:
  - the approval of MRSS as a VET Provider has been suspended or revoked;
  - notice is served on MRSS to cancel its incorporation or to dissolve MRSS as a legal entity;
  - MRSS has come under external administration;
  - MRSS ceases to be a Registered Training Organisation;
  - the secretary of DEEWR makes a declaration that MRSS has ceased to provide a course.

In the event that MRSS ceases to provide a course of study in which a student is enrolled, the student is entitled to a choice of:

- a) an offer of a place in a similar course of study with another VET Provider without any requirement to pay the other provider any student contribution or tuition fee for any replacement units. This is known as the "**Course Assurance Option**";

**or**

- b) a refund of payments for any unit of study that the student has not commenced or the student has not completed because MRSS has ceased to provide the course of study of which the unit forms part. This is known as the "**Student Contribution/Tuition Fee Repayment Option**".

The RTO has met the tuition assurance requirements of the HESA through its current membership of the Australian Council for Private Education and Training (ACPET) Australian Student Tuition Assurance Scheme (ASTAS).

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## Contact Details for ACPET-ASTAS

Australian Council for Private Education and Training (ACPET)  
PO Box Q1076, QVB Post Office, Sydney NSW 1230  
Ph: (02) 9264 4490 Fax: (02) 9264 4550  
Email: [acpet@acpet.edu.au](mailto:acpet@acpet.edu.au)

The courses of study for which MRSS has ACPET-ASTAS membership are:

- Advanced Diploma in Rudolf Steiner Education (69801)

Students may obtain a copy of the VTAS Statement from the address above.

## Activation of Tuition Assurance Arrangements

If MRSS ceases to provide a course of study, ACPET will send each eligible student enrolled in the course of study a Written Tuition Assurance Offer ("the Offer") advising the student of the options available under the tuition assurance requirements. The Offer will include directions that the student must follow in order to notify ACPET of the choice they have made for each affected unit. ACPET will provide this Offer within twenty business days after it knows, or should know by reasonable enquiries that MRSS has ceased to provide the course of study.

A student may choose either:

### The Course Assurance Option

If a student accepts a place in an alternate course offered by ACPET, ACPET will offer the student the option of ACPET making all necessary arrangements to ensure a student is able to enrol in a similar course of study with another VET Provider. This offered course will lead to the same or a comparable qualification without any requirement on the part of the student to pay the other provider any student contribution or tuition fee for any replacement units. A student will receive full credit from the provider of the alternate course for any units of study successfully completed at MRSS.

The other provider nominated by ACPET may have different contribution amounts or tuition fees to the amounts or fees the student would have paid for units of study which were part of the course of study that MRSS ceased to provide.

A student is not obliged to enrol in a course of study with another provider offered by ACPET under the Course Assurance Option. However, if they enrol with any other provider there is no obligation on that provider to offer full credit transfer for the units of study completed with MRSS or to offer any replacement units free of charge.

**OR**

### The Student Contribution/Tuition Fee Repayment Option

If a student chooses the *Student Contribution/Tuition Fee Repayment Option* ACPET undertakes to pay the student the balance of any up-front payments already paid by the student for any units of study that the student has not completed because MRSS has ceased to provide the course of study.

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Students selecting this option who have applied for FEE-HELP assistance will get their FEE-HELP balance re-credited for any affected units.

## **Publication**

This *Statement of VET Tuition Assurance* will be published on the MRSS website. The MRSS enrolment form will also contain information for students about where the *Statement of VET Tuition Assurance* may be obtained.