

## TUITION ASSURANCE PROCEDURES FOR VSL APPROVED COURSES

**Demi International | RTO 32542**

### **Definitions**

**Organisation:**

Demi International Beauty Academy Pty Ltd trades as Demi International Beauty Academy.

**The Act:** Refers to the *VET Student Loans Act 2016*

**Student:** refers to an eligible student who uses a VET student loan to pay all or part of their tuition fees.

**Course:** refers to an VSL Approved Course that has been approved for eligible Students to use a VET student loan to pay for all or part of their tuition fees.

**Tuition Fees:** refers to fees paid for an VSL Approved Course.

**Potential Student:** refers to all persons seeking to enrol in an VSL Approved Course.

**Census Day:** refers to a published date set by an approved course provider for each fee period that is at least 20% of the way through the fee period.

**The Department:** refers to the Commonwealth of Australia represented by the department which has the responsibility for administering the *VET Student Loans Act 2016*.

**Regulations and Standards:**

VET Student Loan Rules (2016)

National Standards for RTOs (2015)

### **1. When Demi International Beauty Academy ceases to provide a Course**

If for any reason Demi International Beauty Academy ceases to provide an Course after students commence but before they complete then Demi International Beauty Academy will:

- (a) within 2 days of ceasing to provide the Course, 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 for the Course at the location where the Course was primarily delivered;
- (c) as soon as practicable, update Demi International Beauty Academy's website to reflect that the Course is no longer being provided and to give tuition assurance information;
- (d) give the tuition assurance scheme 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 Rules;



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(e) as soon as practicable after receiving notice from the operator required under subsection 73(2) (notice that a student's FEE-HELP balance must be re-credited) re-credit the student's FEE-HELP balance.

## 2. When Demi International Beauty Academy provides a replacement course

When Demi International Beauty Academy provides a replacement course under a tuition assurance arrangement Demi International Beauty Academy will ensure that each student enrolled in the replacement course:

- (a) is granted course credits for parts of the original course successfully completed by the student, 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. Publication

This document is made available to students and persons seeking to enrol with Demi International Beauty Academy by publication on the website: [www.demiinternational.edu.au](http://www.demiinternational.edu.au).

Version Control	Date	Reason for Change	Author
V1 0419	04/2019	Initial Document	Seonaid Boyle
V2 0821	08/2021	Review of Policy – update to for consistency with VSL policies	Robyn Pinel