



## 2024 Schedule of Fees and Charges

UQ Skills is a Registered Training Organisation and operates in accordance with applicable legislation and the Standards for Registered Training Organisations. UQ Skills is entitled to charge fees for services provided to students undertaking a program of study. These fees are for items such as program materials, administrative support, student services and training and assessment services. We review our fees schedule regularly and endeavour to keep the cost of training down.

### **When and how do I pay?**

Fees are payable when an Application/Registration Form has been approved. Fees must be paid in full within 7 days of receiving an Invoice for payment from UQ Skills. We may cancel an enrolment or discontinue training if fees are not paid as required. Payment methods include bank transfer, B-pay and card payment. Payment details and authorisation form is attached to the Application/Registration form.

### **Student Cancellation**

Students who cancel their enrolment after a training program has commenced will not be entitled to a refund of fees and will incur the entire cost regardless of whether they are on a payment plan or not.

### **Can I get a refund?**

Yes - If you give notice to cancel your enrolment more than 10 days prior to the commencement of a program you will be entitled to a full (100%) refund of fees paid.

If you give notice to cancel your enrolment less than 10 days prior to the commencement of a program you will be entitled to a 75% refund of fees paid. The amount retained (25%) by UQ Skills is required to cover the costs of staff and resources which will have already been committed based on your initial intention to undertake the training.

If you give notice to cancel your enrolment after a training program has commenced, you will not be entitled to a refund of fees. Discretion may be exercised by the Student Services Manager if there is extenuating or significant personal circumstance that led to your withdrawal.

If for any reason UQ Skills is unable to fulfil its service agreement with a student, UQ Skills must refund the student's proportion of fees paid for services not delivered.

### **How do I get a refund?**

To obtain a refund you are required to give written notice to cancel your enrolment and complete a Refund Request Form. Written notice may be in the form of an email or letter. Where refunds are approved, payment will be paid via electronic funds transfer using the authorised bank account or the credit/debit card used for initial payment

This payment will be made within 30 days from the time you gave written notice to cancel your enrolment.

### **Are my fees protected in case I need a refund?**

Yes - UQ Skills has a responsibility to protect the fees paid by students.



### Do I pay GST in my tuition fees?

No – Training tuition fees are GST exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for ‘professional or trade course’ is a GST-free education course. GST does apply on the payment of some miscellaneous charges.

### Changes to terms and conditions

UQ Skills reserves the right to amend the conditions of the student’s enrolment at any time. If amendments are made that effect the student’s enrolment the student will be informed 7 days prior to changes taking effect.

### Payment Plans

You will be able to request a Payment Plan upon enrolment. These plans have been designed to limit the amount paid by students upfront and is structured to collect fees as the course progresses.

***Please refer to the Student Handbook for further information on student rights and obligations.***

### Fees

<b>AHC30116 Certificate III in Agriculture (Domestic Students)</b>	
Subsidised concessional fee:	\$120.00
Subsidised non-concessional fee:	\$700.00
Full fee:	\$5,750.00
<b>AHC50116 Diploma of Agriculture</b>	
Subsidised concessional fee:	\$14,560.00
Subsidised non-concessional fee:	\$15,490.00
Full fee:	\$18,990.00
<b>AHC51422 Diploma of Agribusiness Management</b> (Only students who have successfully completed AHC50116 Diploma of Agriculture are able to undertake this program with credit.)	
Full fee:	\$5,700.00
<b>AHC30116 Certificate III in Agriculture (Traineeship)</b>	
Subsidised fee for students under 21 (eligibility requirements):	\$0
Co-contribution fee: (Full amount subject to elective unit choices)	\$1.60/nominal hour x 16 units
Concessional co-contribution fee: (Full amount subject to elective unit choices)	\$0.64/nominal hour x 16 units
<b>ACM40818 Certificate IV in Farriery</b>	
Co-contribution fee	\$1,988.80
Concessional co-contribution fee:	\$795.52



High school apprentice (fees may apply once you finish school)	\$0
Under 25s apprentice:	\$0
Full fee – RPL With Gap Training:	\$6,350.00
Full fee – RPL with no Gap Training:	\$4,540.00
Full fee – RPL for future apprentice employers (UQ Skills approval required):	\$2,270.00

#### AHCSS00030 Farm Business Management Skills Set

Subsidised concessional fee:	\$140.00
Subsidised non-concessional fee:	\$260.00
Full fee:	\$3,870.00

#### Farm Ready Program

Full fee (UQ staff/students):	\$550.00
Full fee (external):	\$600.00

#### AHC20116 Certificate II in Agriculture

VET in Schools (VETiS) funding:	\$0
Full fee for high school students (discounts may apply):	\$4,150.00

#### ACM20121 Certificate II in Animal Studies

VET in Schools (VETiS) funding:	\$0
Full fee for high school students (discounts may apply):	\$4,150.00

#### AHC21216 Certificate II in Rural Operations

VET in Schools (VETiS) funding:	\$0
Full fee for high school students (discounts may apply):	\$4,150.00

#### AHC32816 Certificate III in Rural Operations (Post VETiS Program)

Full fee with credit transfers (5 new units):	\$875.00
Full fee with credit transfers (8 new units):	\$1,400.00
Full fee: Program only offered to students who completed VETiS AHC21216	N/A

#### ACM40122 Certificate IV in Animal Regulation and Management

Full Fee:	\$8,850.00
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#### ACM30122 Certificate III in Animal Studies

Enrolment fee (non-refundable):	\$540.00
Subsidised concessional fee:	\$3,550.00



Subsidised non-concessional fee:	\$4,290.00
Full fee:	\$7,680.00

### ACM30122 Certificate III in Animal Studies (Traineeship)

Co-contribution fee:	\$1,312.00
Concessional Co-contribution fee:	\$524.80
Full fee:	\$6,985.00

### ACM40418 Certificate IV in Veterinary Nursing

Enrolment fee (non-refundable):	\$540.00
Subsidised concessional fee:	\$1,680.00
Subsidised non-concessional fee:	\$3,290.00
Full fee:	\$8,650.00

### ACM40418 Certificate IV in Veterinary Nursing (Traineeship)

Co-contribution fee:	\$2,144.00
Concessional Co-contribution fee:	\$857.60
Full fee:	\$7,865.00

### ACM20121 Certificate II in Animal Studies (ACVN)

Full fee (including admin fee):	\$4,980.00
Full fee payment plan (including admin fee):	\$5,280.00
Third assessment attempts:	\$80.00
Custom make up assessment:	\$120.00
Request for an assessment feedback review:	\$80.00
Additional language, literacy and numeracy (LLN) assessment:	\$25.00
3-month extension fee:	\$270.00
6-month extension fee:	\$510.00
12-month extension fee:	\$850.00
18-month extension fee:	\$1250.00
Re-instatement fee:	\$225.00
Replacement learner guide (per guide):	\$45.00
Replacement student folder:	\$350.00 - \$490.00
Subject re-enrolment (per subject):	\$225.00 - \$490.00
Change of direct debit agreement:	\$90.00



Late payment fee (payment plan):	\$30.00
Textbook 1 (purchased by student):	\$90 (approx.)
Textbook 2 (purchased student):	\$50.00 - \$85.00

### ACM30122 Certificate III in Animal Studies (ACVN)

Full fee (including admin fee):	\$6,430.00
Full fee payment plan (including admin fee):	\$6,730.00
Third assessment attempts:	\$80.00
Custom make up assessment:	\$120.00
Request for an assessment feedback review:	\$80.00
Additional language, literacy and numeracy (LLN) assessment:	\$25.00
3-month extension fee:	\$270.00
6-month extension fee:	\$510.00
12-month extension fee:	\$850.00
18-month extension fee:	\$1250.00
Re-instatement fee:	\$225.00
Replacement learner guide (per guide):	\$45.00
Replacement student folder:	\$350.00 - \$490.00
Subject re-enrolment (per subject):	\$225.00 - \$490.00
Change of direct debit agreement:	\$90.00
Late payment fee (payment plan):	\$30.00
Textbook 1 (purchased by student):	\$90 (approx.)
Textbook 2 (purchased by student):	\$50.00 - \$85.00

### ACM40418 Certificate IV in Veterinary Nursing (ACVN)

Full fee (including admin fee):	\$7,580.00
Full fee payment plan (including admin fee):	\$7,880.00
Certificate IV Foundation Module	\$2,660.00
Treatment Module	\$2,280.00
Surgical Module	\$1,720.00
Reception Module	\$1,820.00
RPL (including admin fee):	\$6,680.00
Third assessment attempts:	\$80.00
Custom make up assessment:	\$120.00



Request for an assessment feedback review:	\$80.00
Additional language, literacy and numeracy (LLN) assessment:	\$25.00
3-month extension fee:	\$270.00
6-month extension fee:	\$510.00
12-month extension fee:	\$850.00
18-month extension fee:	\$1250.00
24-month extension fee:	\$1500.00
Re-instatement fee:	\$225.00
Replacement learner guide (per guide):	\$45.00
Replacement student folder:	\$350.00 - \$490.00
Subject re-enrolment (per subject):	\$225.00 - \$490.00
Change of direct debit agreement:	\$90.00
Late payment fee (payment plan):	\$30.00
Textbook 1 (purchased by student):	\$90 (approx.)
Textbook 2 (purchased by student):	\$50.00 - \$85.00

### Agricultural Chemical Handling Skill Set

Full fee:	\$600.00
UQ staff fee:	\$550.00

### Diploma of Agribusiness Management (Agricultural Digital Technology)

Full fee:	\$1,920.00
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### HLTAID009 Provide Cardiopulmonary Resuscitation

Full fee:	\$69.00
UQ staff fee:	\$64.00
Re-booking fee*:	\$30.00

### HLTAID011 Provide First Aid

Full fee:	\$120.00
UQ staff fee:	\$110.00
Re-booking fee*:	\$50.00

### HLTAID015 Provide Advanced Resuscitation and Oxygen Therapy

Full fee:	\$190.00
UQ staff fee:	\$170.00



<b>HLTAID012 Provide First Aid in an Education and Care Setting</b>		
Full fee:		\$120.00
Full fee: (UQ Staff)		\$110.00
<b>HLTAID013 Provide First Aid in remote or isolated site</b>		
Full fee:		\$440.00
Full fee: (UQ Staff)		\$420.00
<b>Snake Bite First Aid (non-accredited)</b>		
Full fee:		\$90.00
Full fee: (UQ Staff)		\$85.00
<b>Advanced Feed Milling (non-accredited)</b>	<b>Members</b>	<b>Non-members</b>
Module 1 to 6:	\$3,110 + GST	\$3,420.00 + GST
Module 1:	\$575.00 + GST	\$630.00 + GST
Module 2:	\$460.00 + GST	\$510.00 + GST
Module 3:	\$460.00 + GST	\$510.00 + GST
Module 4:	\$460.00 + GST	\$510.00 + GST
Module 5:	\$1,265.00 + GST	\$1,390.00 + GST
Module 6:	\$230.00 + GST	\$250.00 + GST
<b>Large Animal Handling (non-accredited)</b>		
Full fee:		\$530.00 + GST
<b>Introduction to Handheld Tools and Power Tools</b>		
Full fee:		\$695.00
Full fee (UQ staff/students):		\$645.00
<b>Advanced Welding and Fabrication: Trade Level</b>		
Full fee:		\$1,040.00
<b>Welding and Fabrication</b>		
Full fee:		\$695.00
<b>Occupational Health and Safety Leadership</b>		
Full fee:		\$545.00



<b>Digital Technologies 101: Business Technologies for Work</b>	
Full fee:	\$600.00
<b>PSP50616 Diploma of Procurement and Contracting</b>	
Full fee:	\$6,365.00
<b>PSP60616 Advanced Diploma of Procurement and Contracting</b>	
Full fee:	\$6,365.00
<b>Operate Tractors</b>	
Full fee:	\$545.00
Full fee (UQ staff/students):	\$495.00
<b>Operate Side by Side Utility Vehicles</b>	
Full fee:	\$545.00
Full fee (UQ staff/students):	\$495.00
<b>Operate Quad Bikes</b>	
Full fee:	\$545.00
Full fee (UQ staff/students):	\$495.00
<b>Operate Side by Side Utility Vehicles &amp; Operate Quad Bikes Cluster</b>	
Full fee:	\$600.00
Full fee (UQ staff/students):	\$550.00
<b>Maintain and Operate Chainsaws and Fell Small Trees</b>	
Full fee:	\$695.00
Full fee (UQ staff/students):	\$645.00
<b>Perform Machinery Maintenance</b>	
Full fee:	\$1,040.00
Full fee (UQ staff/students):	\$990.00
<b>Four-Wheel Drive Training</b>	
Full Fee:	\$545.00
Full Fee (UQ Staff/students):	\$495.00
<b>Biosecurity Plant Protection short course</b>	
Full fee:	\$365.00





**10803NAT Certificate III in Indigenous Cultural Heritage Assessment (Indigenous Archaeological Foundations)**

Full fee:	\$3,200.00
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**ACM40122 Certificate IV in Animal Regulations and Management**

Full fee:	\$8,850.00
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**BSB40320 Certificate IV in Entrepreneurship and New Business**

Full fee for high school students:	\$4,200.00
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Accelerated:	\$3,800.00
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Online:	\$4,200.00
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**BSBSS00102 Micro Business Skill Set**

Full fee:	\$1,580.00
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Accelerated:	\$1,430.00
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**BSBSS00104 Small Business Management Skill Set**

Full fee:	\$1,580.00
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Accelerated:	\$1,430.00
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**BSBSS00096 Innovation Practice Skill Set**

Full fee:	\$1,580.00
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Accelerated:	\$1,430.00
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**Note.**

- All training tuition fees are exempt from the payment of GST. No GST included.
- RPL fees are the same as the fee listed above for completing the listed program.
- UQ Skills payment terms are 7 days.



## Other fees and charges

Item	Cost
Re-issuing of certificate	\$50.00 (incl. GST)
Cost to repeat a unit	Same as initial cost
Payment plan administration charge	10% of total fees
RPL application fee	\$245.00
3-month extension fee	\$265.00 (incl. GST)
*Students will be charged a re-booking fee for failing to attend the practical session of First Aid	\$50.00
*Students will be charged a re-booking fee for failing to attend the practical session of CPR	\$30.00