



## FEES AND CHARGES SCHEDULE

### Additional Services FEes

Fee type	Description	Fee
Short Course Extension Fee – 8 Weeks	On approval at discretion of RTO Director – 8 week extension	\$50
Certificate and Diploma Level Course Extension	Extension approval and period of time is at the discretion of the RTO Director	\$200
Course Deferral Fee	Nil charge for the first deferral. A fee will be incurred for every instance after	\$100
Change Course duration from Full Time to Part Time	On approval at discretion of RTO Director – Once only	\$25
Re-enrolment fee	Applies should a qualification become superseded whilst a student is on deferment or exceeds the course registration period- On approval at discretion of RTO Director	\$250
Cancellation Processing Fee	Administration charge to process course withdrawal	\$20 per unit
Ezi-Debit Payment Plan Fees	Administration fee once only – up to \$5.50 Bank Account Transactions Fee - \$1.20 Credit Card Transaction Fee: 2.50% (min \$1.10) Failed payment fee up to \$21.90	Various
Re-submission of Assessment Fee	First three submissions of the same unit assessment are included in the course fee	\$55
Plagiarism Re-submission Fee	Applies should a student be found to have plagiarised and are required to resubmit the unit.	\$50
Re-Print certification Fee	Where the student requests a new copy of his/her certification	\$27.50
Credit Transfer Application Fee	Applicable for students making application for recognition of equivalent units of competency completed in previous qualifications.	Nil
Course Transfer Fee	Applicable for students wanting to transition from one course to another (additional charges may apply)	\$100
Replacement or supply of additional training materials	Price per unit – should a student require replacement or additional hard copy learning and assessment material (includes postage)	\$27.50
Recognition of Prior Learning (RPL) interview	Non-Refundable interview fee for Recognition of Prior Learning (RPL)	\$100
Recognition of Prior Learning (RPL) Assessment Fee	Per unit of competency being assessed in addition to unit fee charge	\$200

NOTE: Medical Administration Training Pty Ltd reserves the right to change the amount of any Fees and Charges for our products and services, or to implement new fees and charges at any time.