

FEES AND CHARGES 2017



This document sets out the *unit fees*, *administrative fees* and *miscellaneous costs* that apply to students at CHC for the 2017 academic year. All amounts are given in Australian dollars.

Unit fees

The unit fees payable by students are determined according to whether they are in *full fee places* or *Commonwealth supported places*.

Full fee places

Students who are in full fee places may be **domestic** students or **overseas** students. Domestic students are those students who are citizens or permanent residents of Australia, or citizens of New Zealand, or who hold a permanent humanitarian visa. Overseas students are those students who are studying under the provisions of a temporary visa, such as a student visa, business visa or spousal visa.

Domestic students

All domestic students who are enrolled in courses in the areas of Business, the Liberal Arts, Ministries and Social Sciences, and in the Graduate Certificate in Christian Education and Master of Education, are in full fee places and pay **tuition fees** as set by CHC. Tuition fees are subject to annual increase. The revised annual fees apply to all domestic students who are currently enrolled at CHC, not to commencing students only.

The tuition fees payable by domestic students in full fee places (*except* Ministries courses) are:

Undergraduate units	Tuition fees per credit point ¹
100-level units	\$ 175.00
200-level units	\$ 175.00
300-level units	\$ 175.00
400-level units (BEd and BA/BEd units only)	\$ 175.00
Postgraduate units	Tuition fees per credit point
400-level units	\$ 205.00
500-level units	\$ 225.00
600-level units	\$ 225.00

The tuition fees payable by domestic students in full fee places who are enrolled in Ministries courses are:

Undergraduate units	Tuition fees per credit point ¹
100-level units	\$ 152.00
200-level units	\$ 152.00
300-level units	\$ 152.00
Postgraduate units	Tuition fees per credit point
400-level units	\$ 165.00
500-level units	\$ 185.00

¹ To calculate the tuition fees for a unit, multiply the fees per credit point by the number of credit points: for example, the tuition fees payable by a domestic student for an undergraduate unit with a weighting of 10 credit points (*except* Ministries courses) are \$175.00 x 10 = \$1,750.00.

The fees for Ministries courses shown in the table above apply only to students who are enrolled in Ministries courses. Students who undertake Ministries units within other courses pay fees as relevant to those courses.

Overseas students²

All overseas students are in full fee places and pay **tuition fees** as set by CHC in accordance with Australian government guidelines. Overseas student tuition fees are subject to annual increase. The revised annual fees apply to all overseas students who are currently enrolled at CHC, not to commencing students only.

The tuition fees payable by overseas students are:

Undergraduate units	Tuition fees per credit point ³
100-level units	\$ 210.00
200-level units	\$ 210.00
300-level units	\$ 210.00
400-level units (BEd and BA/BEd units only)	\$ 210.00
Postgraduate units	Tuition fees per credit point
400-level units	\$ 245.00
500-level units	\$ 275.00
600-level units	\$ 275.00

Paying tuition fees

Payment of tuition fees may be made in a number of ways:

- payment of the full amount to CHC on or before the census date;
- payment of part of the amount to CHC on or before the census date, and payment of the balance deferred through the Australian government's FEE-HELP scheme (eligible students only); or
- deferral of the full amount through the Australian government's FEE-HELP scheme (eligible students only).

Students in full fee places who are *Australian citizens, eligible New Zealand citizens who are SCV holders⁴*, or who hold *permanent humanitarian visas* are eligible to defer the payment of all or part of their tuition fees through the Australian government's FEE-HELP scheme. All other students are not eligible to access FEE-HELP and are required to make full payment of their tuition fees to CHC on or before the census date in each semester.

Students in undergraduate courses who access FEE-HELP pay a loan fee of 25% levied by the Australian government. The loan fee does not apply to postgraduate courses.

No interest is charged on FEE-HELP debt; however, it is indexed annually by the Australian Taxation Office (ATO) to maintain its real value.

The Australian government has removed the voluntary HELP repayment bonus, effective 1 January 2017.

For further information, please consult the CHC *Student Handbook*, the CHC website (www.chc.edu.au), the *Study Assist* website (www.studyassist.gov.au) or the booklet, *FEE-HELP Information for 2017*.

² Students enrolling in the *BestSemester* program through the Australia Studies Centre should refer to the ASC website.

³ To calculate the tuition fees for a unit, multiply the fees per credit point by the number of credit points: for example, the tuition fees payable by an overseas student for an undergraduate unit with a weighting of 10 credit points (all courses) are \$210.00 x 10 = \$2,100.00.

⁴ See the [Financial Information](#) page for domestic students on the CHC website for eligibility requirements regarding New Zealand citizens.

Commonwealth supported places

Students who are in Commonwealth supported places are **domestic** students only.

All domestic students who are enrolled in the Bachelor of Education (Primary), Bachelor of Education (Middle Years)⁵, Bachelor of Education (Secondary), Bachelor of Arts/Bachelor of Education (Secondary) and Graduate Diploma in Education (Secondary) are in Commonwealth supported places and pay **student contribution amounts** as set by CHC in accordance with Australian government guidelines. Student contribution amounts are subject to annual increase. The revised student contribution amounts apply to all students in Commonwealth supported places who are currently enrolled at CHC, not to commencing students only.

The Australian government sets maximum levels for student contribution amounts against which higher education providers determine their amounts. Student contribution amounts vary according to the **funding clusters** into which units are classified according to their field of education, as determined by Australian government guidelines. The fields of education in which CHC offers units are shown in the table below.

The student contribution amounts payable by students in Commonwealth supported places are:

Field of Education	Funding Cluster	Student contribution amount		
		1.0 EFTSL	0.125 EFTSL ⁶	0.1 EFTSL ⁶
Law, accounting, administration, economics, commerce	1	\$ 10,596	\$ 1,324.50	\$ 1,059.60
Humanities	2	\$ 6,348	\$ 793.50	\$ 634.80
Mathematics, statistics, computing ⁷	3a	\$ 9,050	\$ 1,131.25	\$ 905.00
Behavioural science or social studies ⁷	3b	\$ 6,348	\$ 793.50	\$ 634.80
Education	4	\$ 6,348	\$ 793.50	\$ 634.80
Foreign languages, visual and performing arts ⁷	5a	\$ 6,348	\$ 793.50	\$ 634.80
Science	7	\$ 9,050	\$ 1,131.25	\$ 905.00

Paying student contribution amounts

Payment of student contribution amounts may be made in a number of ways:

- payment of the full amount to CHC on or before the census date;
- payment of part of the amount to CHC on or before the census date, and payment of the balance deferred through the Australian government's HECS-HELP scheme (eligible students only); or
- deferral of the full amount through the Australian government's HECS-HELP scheme (eligible students only).

Students in Commonwealth supported places who are *Australian citizens, eligible New Zealand citizens who are SCV holders*⁸, or who hold *permanent humanitarian visas* are eligible to defer the payment of all or part of their tuition fees through the Australian government's HECS-HELP scheme. All other students are not eligible to access HECS-HELP and are required to make full payment of their student contribution amounts to CHC on or before the census date in each semester.

The Australian government has removed the upfront HECS-HELP discount for eligible students who pay their student contributions upfront, and the voluntary HELP repayment bonus, effective 1 January 2017.

⁵ The Bachelor of Education (Middle Years) is not available to commencing students.

⁶ Units in the bachelor-level Education courses have an EFTSL value of 0.125. Units in the Graduate Diploma in Education (Secondary) have an EFTSL value of 0.1.

⁷ Funding clusters 3 and 5 each consist of two parts (3a, 3b; 5a, 5b), with different student contribution amounts applicable.

⁸ See the [Financial Information](#) page for domestic students on the CHC website for eligibility requirements regarding New Zealand citizens.

For further information please consult the CHC *Student Handbook*, the CHC website (www.chc.edu.au), the *Study Assist* website (www.studyassist.gov.au) or the booklet, *Information for Commonwealth supported students*.

Administrative fees

All students

The following administrative fees are payable by all students:

Student services and amenities fee

In 2017, CHC will not charge the student services and amenities fee (SA fee). This action does not remove students' liability for this fee as charged in previous years, nor reduce any debt that students have accrued during the period that the fee was charged.

Student ID card

Students are issued with a Student ID card at the beginning of their enrolment in a course. If a replacement card is required, a fee will apply. Requests for replacement Student ID cards must be made using the *Request for Replacement Student ID Card* form on the CHC website.

Replacement of Student ID card	Fee amount
Student ID card	\$ 20.00

Transcript

Students are provided with an official academic transcript upon their graduation from a CHC course. ASC students are provided with a transcript on the completion of the *BestSemester* program. Students who require a transcript prior to graduation or who request a replacement transcript will incur a fee. Requests for transcripts must be made using the *Request for Academic Transcript* form on the CHC website.

Replacement or additional academic transcript	Fee amount
Transcript	\$ 20.00
Postage (where the transcript is to be mailed)	\$ 6.00

Testamur

Students are provided with an official testamur upon their graduation from a CHC course. Students who require a replacement testamur in the event that the original document is lost or damaged will incur a fee. Please note that CHC will not provide duplicate testamurs. Requests for replacement testamurs must be made using the *Request for Replacement Testamur* form on the CHC website.

Replacement testamur	Fee amount
Testamur	\$ 50.00
Postage (where the testamur is to be mailed)	\$ 6.00

Library fines for overdue resources

Category of resource	Fee amount
General loans; Closed reserve	\$ 1.00 per resource per day
Library use only	\$ 1.00 per resource per hour

Overseas Students

Overseas students will incur the following administrative costs⁹:

Item	Fee amount
Application for Admission fee	\$ 300.00 ^{10,11}
Transfer of Credit Application fee	\$ 100.00 ¹¹
Credit Transfer fee	\$ 6.00 per credit point ¹¹
Withdrawal fee	\$ 1,000.00 ¹²

Miscellaneous costs

Some courses may involve miscellaneous costs which are to be met by students. Many are associated with elective units and will be incurred only if students choose to enrol in those units; however, some costs are associated with activities which are part of core units.

The information below represents the full list of units in which miscellaneous costs may be incurred. Please refer to the document, *Units on Offer*, for the units to be offered in the current or subsequent semester.

Business

Students who are enrolled in the Bachelor of Business undertake an internship in the area of their major, usually in the final year of study. Enrolment in the internship may incur transport costs to and from the organization at which the internship is undertaken, for the duration of the internship. Depending upon the location of the organization, additional accommodation costs may also be incurred.

Christian Studies

A number of Christian Studies units may require students to engage with others at an individual, community or organisational level. Travel costs may be incurred in the fulfilment of this requirement.

Students who enrol in the unit *CS254 Australian Indigenous Worldviews* undertake a community excursion for which travel and associated costs may be incurred.

Students who enrol in the unit *CS255 Cross Cultural Engagement* may undertake an overseas trip which will involve costs such as airfares, travel insurance, vaccinations, visas, etc.

Education and Humanities

Wider Field Experience (WFE):

Students who are enrolled in the Graduate Diploma in Education (Secondary) may undertake Wider Field Experience (WFE) activities as part of their course. Some of these activities may incur costs such as transport, entry fee and other costs. WFE may also include Community Directed and Mission Directed components that are not attached to units.

⁹ Overseas students who are enrolled in the *BestSemester* program through the Australia Studies Centre are to refer to their Written Agreements for information regarding the administrative fees that are payable.

¹⁰ The Application for Admission fee is waived for applicants who apply through QTAC and who have undertaken Year 12 studies in Australia in the year of, or prior to, their application to CHC.

¹¹ The Application for Admission fee, Transfer of Credit Application fee and Credit Transfer fee are waived for applicants who apply under the terms of the Memorandum of Understanding with American College.

¹² Overseas students who commence a course at CHC but withdraw from their course on a date between the end of a semester and on or before the census date of the following semester will incur the withdrawal fee. Please note that overseas students who withdraw from their course on a date after the census date of a semester do not incur the withdrawal fee but are liable for their full tuition fees for that semester.

Professional Experience Program (PEP):

Students in initial teacher education courses complete a series of units within the Professional Experience Program (PEP) as applicable to their courses. Costs associated with the completion of PEP units may include travel, accommodation and other living expenses. Eligible students have access to additional income support through Centrelink when engaging in 'away' PEP units.

Students who are enrolled in the Graduate Diploma in Education (Secondary) may also undertake Supervised Professional Experience (SPE) days in association with their Professional Experience Program (PEP) requirements. Costs may be incurred in the fulfilment of these requirements.

LANTITE:

From 2017, the Queensland College of Teachers is requiring that students in initial teacher education courses successfully complete the *Literacy and Numeracy Test for Initial Teacher Education* (LANTITE) as a requirement to graduate from their courses. This test has been introduced by the Australian government to ensure that teachers are well equipped to meet the demands of teaching and provide increased confidence in the skills of graduating teachers.

Information regarding LANTITE, including costs, the location of testing centres, sitting dates and the registration process, can be found at <https://teacheredtest.acer.edu.au/>.

Other costs:

Students who enrol in Dance, Drama, English, History and Science units may be required to attend excursions, performances, films, exhibitions, etc. Such activities may include transport, entry fee and other costs.

Millis Institute

Students in the Bachelor of Arts in the Liberal Arts who elect to undertake intensive units at Oxford University will incur costs such as airfares, travel insurance, vaccinations, visas, etc.

Students who enrol in Drama, English and History units may be required to attend excursions, performances, films, exhibitions, etc. Such activities may include transport, entry fee and other costs.

Ministries

A number of Ministries courses require students to complete a specified number of practicum hours. Costs may be incurred in the fulfilment of these requirements.

Social Sciences

A number of Social Sciences courses require students to complete a specified number of practicum and/or internship hours. Costs may be incurred in the fulfilment of these requirements.

Students who enrol in courses in Counselling may be required to undertake a number of hours of observations, which includes obtaining their own counselling, and/or to engage in a minimum number of supervision sessions. Costs may be incurred in the fulfilment of these requirements.

A number of Social Sciences elective units require students to engage with others at an individual, community or organisational. Costs may be incurred in the fulfilment of this requirement.

Non-payment of fees

Students who do not meet their financial obligations regarding tuition fees and student contribution amounts (as applicable) may have their enrolment at CHC cancelled, and will not be eligible to graduate from their courses until such time as these obligations are met.

Students can ensure that they meet their financial obligations by:

- Payment of the full amount of their tuition fees and student contribution amounts (as applicable) to CHC on or before the census date of the relevant semester; or
- For eligible students, payment of part of the amount of their tuition fees and student contribution amounts (as applicable) to CHC on or before the census date of the relevant semester, and deferral of the remaining balance through the appropriate HELP scheme of the Australian government; or
- For eligible students, deferral of the full amount of their tuition fees and student contribution amounts (as applicable) through the appropriate HELP scheme of the Australian government.

For eligible students, tuition fees and student contribution amounts can be deferred through the following HELP schemes of the Australian government:

- Tuition fees – FEE-HELP; and
- Student contribution amounts – HECS-HELP.

Eligibility to access the Australian government's HELP schemes is according to students' citizenship. Students who are *Australian citizens, eligible New Zealand citizens who are SCV holders*¹³, or who hold *permanent humanitarian visas* are eligible to access the Australian government's HELP schemes.

To access the Australian government's HELP schemes, students must complete the relevant forms available on the *Documents, Forms and Booklists* page of the CHC website.

Please note the following:

- To access the Australian government's HELP schemes, each of the relevant forms must be submitted: that is, to access FEE-HELP to defer tuition fees or HECS-HELP to defer student contribution amounts. Where a student incurs both a FEE-HELP and a HECS-HELP debt, *both* forms must be submitted.
- HELP forms need be submitted only once for a student's enrolment in a course: that is, once submitted the forms apply to all remaining semesters of a student's course enrolment and do not need to be submitted again for subsequent semesters. Students who change providers or who change courses at the same provider are required to submit new HELP forms (as appropriate) to apply to their new course enrolment.
- HELP forms are not able to be backdated: that is, if the relevant forms are not submitted at the beginning of a student's course enrolment, any fees or amounts that are accrued prior to the submission of the relevant forms are not able to be deferred but must be paid directly to CHC.

¹³ See the [Financial Information](#) page for domestic students on the CHC website for eligibility requirements regarding New Zealand citizens.