

CENSUS DATES 2019



What is the census date?

All units of study offered in the CHC academic year have a **census date**. The census date is the date on which a student's enrolment in a unit of study must be finalised. At CHC, all units of study that are offered in the same semester have the same census date, except for units of study in the postgraduate Business courses (see below)¹.

CHC will set the census dates for the units of study that are offered in the CHC academic year and publish this information prior to the release of the *Unit Selection* forms for the various semesters of that academic year in which the units of study are offered.

Importance of the census date

The census date is important as it is the deadline for *all* of the following:

- finalising your enrolment with Christian Heritage College for units of study in a particular semester;
- submitting a completed *Request for FEE-HELP* form (eligible fee-paying students)²;
- submitting a completed *Request for Commonwealth support and HECS-HELP* form (eligible Commonwealth supported students)³;
- submitting a completed *Request for OS-HELP* form (eligible Commonwealth supported students);
- paying all or part of your tuition fees up-front⁴;
- paying all or part of your student contribution amount upfront;
- providing your Tax File Number, if you have requested a FEE-HELP, HECS-HELP or OS-HELP loan.

A student who is in a full fee place and who is enrolled in any unit of study after the census date of a particular semester remains liable for the tuition fees for that unit. The student will incur a HELP debt for any unpaid tuition fees for any unit in which he/she is enrolled and for which he/she has requested a FEE-HELP loan.

A student who is in a Commonwealth supported place and who is enrolled in any unit of study after the census date of a particular semester remains liable for the student contribution amount for that unit. The student will incur a HELP debt for any unpaid student contribution amounts for any unit in which he/she is enrolled.

To avoid incurring a HELP debt in a particular semester, you must pay all of your tuition fees or student contribution amount (as applicable) or withdraw from any units of study in which you do not wish to be enrolled, on or before the census date for that unit.

¹ The postgraduate Business courses are the Graduate Certificate in Business, Graduate Diploma in Business and Master of Business Administration.

² Students who submit a *Request for FEE-HELP* form need do so only once for their enrolment in a course (ie a new form is not required for each semester in which assistance is requested). Forms take effect from the semesters in which they are submitted and are not able to be applied retrospectively.

³ Students are required to submit a *Request for Commonwealth support and HECS-HELP* form on or before the census date of the first semester of their enrolment in a course. CHC must cancel the enrolment of any Commonwealth supported student who does not submit a form by the census date.

⁴ See the [Study Assist](#) website for information about the loan fee that is levied by the Australian government on FEE-HELP loans for undergraduate courses.

Census dates for 2019

The census dates for units of study offered in the CHC academic year for 2019 are indicated in the tables that appear below.

There are differential census dates that apply to units of study that are offered in the postgraduate Business courses and units of study that are offered in all other courses.

Census dates – postgraduate Business courses	Census dates – all other courses
Semester 1, 2019:	Semester 1, 2019: Wednesday, 20 March 2019
Study Period 1 - Monday, 11 February 2019	Winter Semester 2019: Monday, 10 June 2019
Study Period 2 - Monday, 1 April 2019	Semester 2, 2019: Thursday, 15 August 2019
Study Period 3 - Monday, 20 May 2019	Semester 3, 2019: Monday, 9 December 2019
Semester 2, 2019:	
Study Period 4 - Monday, 15 July 2019	
Study Period 5 - Monday, 2 September 2019	
Study Period 6 - Monday, 21 October 2019	

Please refer to the CHC *Student Handbook* and the *Fees and Charges, EFTSL Values Units of Study and Units on Offer* documents on the CHC website for further details.