

## Statement of Tuition Assurance

Under the provisions of the *Higher Education Support Act 2003* (HESA) and the associated Higher Education Provider (HEP) Guidelines The College of Law (the First Provider) is required to provide a tuition assurance arrangement for Australian citizens or holders of an Australian permanent humanitarian visa who are enrolled in higher education courses it offers. This requirement is to protect a student in the event that The College of Law ceases to provide a course of study in which a student is enrolled. The meaning of 'ceasing to provide a course of study' is set out in the HEP Guidelines ([http://www.backingaustraliasfuture.gov.au/guidelines/hep\\_guide.htm](http://www.backingaustraliasfuture.gov.au/guidelines/hep_guide.htm)).

In the event that The College of Law ceases to provide a course of study in which a student is enrolled the student is entitled to a choice of:

- a) an offer of a place in a similar course of study with a Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units (this is known as the "**Course Assurance Option**");

**OR**

- b) a refund of his or her up-front payments for any unit of study that the student commences but does not complete because The College of Law ceases to provide the course of study of which the unit forms part (this is known as the "**Student Contribution/Tuition Fee Repayment Option**").

The College of Law has met the tuition assurance requirements of the HESA through its current membership of the TAFE Directors Australia (TDA) Tuition Assurance Scheme (TAS).

Contact details for TDA are:

TAFE Directors Australia  
National Secretariat  
Sydney Institute of TAFE NSW  
Tumer Hall (Building B) - Ultimo College  
Cnr Mary Ann and Harris Streets  
PO Box 707  
Broadway NSW 2007  
Phone: (02) 9217 3180  
Fax: (02) 9281 7335  
**Email:** [memberservices@tda.edu.au](mailto:memberservices@tda.edu.au)  
**Website:** [www.tda.edu.au](http://www.tda.edu.au)

If the College of Law ceases to provide a course of study, TDA will send a student enrolled in the course of study a Written Tuition Assurance Offer (the Offer) advising the student of the options available under the tuition assurance requirements. The Offer will include directions that the student must follow in order to notify TDA of the choice they have made for each affected unit. TDA will provide this Offer within twenty Business Days after it knows, or should know by reasonable enquiries that the College of Law has ceased to provide the course or study.

The courses of study for which the College of Law has TDA membership are:

The College of Law (The First Provider) Course	Qualification to which The College of Law Course Leads
<p>The Practical Legal Training Program</p> <p>The Applied Law Program</p>	<p>Graduate Diploma of Legal Practice</p> <p>Graduate Diploma of Applied Law (In-house Practice)</p> <p>Graduate Diploma of Applied Law (Commercial Litigation)</p> <p>Graduate Diploma of Applied Law (Wills &amp; Estates)</p> <p>Graduate Certificate in Applied Law (Family Law)</p> <p>Graduate Diploma of Applied Law (Family Law)</p> <p>Master of Applied Law (Family Law)</p> <p>Master of Applied Law</p> <p>Graduate Diploma of Family Dispute Resolution Practice</p>

A student may choose either:

**Course Assurance Option:**

If a student accepts a place in a course of study with a Second Provider arranged by TDA he/she will receive full credit for units of study completed towards the same or comparable qualification with the Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units.

The Second Provider nominated by TDA may have different contribution amounts or tuition fees to the amounts or fees the student would have paid for units of study which were part of the course of study The College of Law ceased to provide.

A student is not obliged to enrol in a course of study with a Second Provider offered by TDA under the Course Assurance Option. However, if he or she enrolls with any other provider there is no obligation on that provider to offer full credit transfer for the units of study completed with The College of Law or to offer a replacement/s unit free of charge.

**OR**

**Student Contribution/Tuition Fee Repayment Option:**

If a student chooses the Student Contribution/Tuition Fee Repayment Option TDA undertakes to pay the student the total of any up-front payments already paid by the student for any units of study the student has commenced but not completed. Students selecting this option will also get SLE or FEE-HELP balance/s re-credited for uncompleted units.