STATEMENT OF VET TUITION ASSURANCE

Under the provisions of the *Higher Education Support Act 2003* (HESA) and its associated Guidelines the AIHM ("the VET Provider") is required to provide a tuition assurance arrangement for Australian citizens or Australian resident permanent humanitarian visa holders who are enrolled in a VET FEE-HELP enabled course offered by the VET Provider. This requirement is to protect students in the event that the VET Provider ceases to provide a course of study in which a student is enrolled.

A course of study is taken to have ceased if:

- the course does not commence on the agreed starting date (or a later date that has been agreed between the VET Provider and the enrolled students) and an arrangement has not previously been made between the VET Provider and the enrolled students to undertake a suitable alternative course; or
- the course ceases to be provided after it has started (for any reason); or
- the full course has not being delivered because:
  1. the approval of the AIHM as a VET Provider has been suspended or revoked;
  2. notice is served on the VET Provider to cancel its incorporation or to dissolve the VET Provider as a legal entity;
  3. the VET Provider has come under external administration;
  4. the VET Provider ceases to be a Registered Training Organisation;
  5. the secretary of DEEWR makes a declaration that the VET Provider has ceased to provide a course.

In the event that the VET Provider 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 another VET Provider without any requirement to pay the other provider any student contribution or tuition fee for any replacement units. This is known as the "Course Assurance Option";

or

b) a refund of payments for any unit of study that the student has not commenced or the student has not completed because the VET Provider has ceased to provide the course of study of which the unit forms part (this is known as the "Student Contribution/Tuition Fee Repayment Option")
The VET Provider has met the tuition assurance requirements of the HESA through its current membership of the VET Tuition Assurance Scheme (VTAS) operated by the Australian Council for Private Education and Training (ACPET).

Contact Details for Tuition Assurance Scheme
Australian Council for Private Education and Training (ACPET)
Box Q1076, QVB PO, Sydney, NSW 1230
Ph: 02 92644490  Fax: 02 92644550
Email: acpet@acpet.edu.au or Leah.Cascun-Valencic@acpet.edu.au

The courses of study for which the VET Provider has VTAS membership are:

- HLT60712  Advanced Diploma of Ayurveda
- HLT60512  Advanced Diploma of Naturopathy
- HLT61012  Advanced Diploma of Nutritional Medicine
- HLT60112  Advanced Diploma of Western Herbal Medicine
- HLT50307  Diploma of Remedial Massage

Activation of Tuition Assurance Arrangements
If the VET Provider ceases to provide a course of study, the Australian Council for Private Education and Training (ACPET) will send each eligible 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 ACPET of the choice they have made for each affected unit. ACPET will provide this Offer within twenty business days after it knows, or should know by reasonable enquiries that the VET Provider has ceased to provide the course of study.

A student may choose either:

The Course Assurance Option
If a student accepts a place in an alternate course offered by ACPET, then ACPET will offer the student the option of ACPET making all necessary arrangements to ensure a student is able to enrol in a similar course of study with another VET Provider. This offered course will lead to the same or a comparable qualification without any requirement on the part of the student to pay the other provider any student contribution or tuition fee for any replacement units. A student will receive full credit from the provider of the alternate course for any units of study successfully completed at the AIHM.

The other provider nominated by ACPET 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 that the AIHM ceased to provide.

A student is not obliged to enrol in a course of study with another provider offered by ACPET under the Course Assurance Option. However, if they enrol with any other provider there is no obligation on that provider to offer full
credit transfer for the units of study completed with the AIHM or to offer any replacement units free of charge.

OR

The Student Contribution/Tuition Fee Repayment Option

If a student chooses the Student Contribution/Tuition Fee Repayment Option ACPET undertakes to pay the student the balance of any up-front payments already paid by the student for any units of study that the student has not completed because the AIHM has ceased to provide the course of study.

Students selecting this option who have applied for FEE-HELP assistance will get their FEE-HELP balance re-credited for any affected units.

Publication

This Statement of VET Tuition Assurance will be made available to students and prospective students by publication on the AIHM website (www.aihm.wa.edu.au). The AIHM will also publish Student Handbooks containing information on the Statement of VET Tuition Assurance and where copies may be obtained. These will be available to students at the time of enrolment.

NB: Should you have any queries regarding this Statement of VET Tuition Assurance, please do not hesitate to contact the Registrar at AIHM.
Email: registrar@aihm.wa.edu.au
Tel: (08)9417 3553