

# Fees & Charges

(January 2026)

## 1. Authority to Charge Fees

The Australian College for International Studies (TACIS) is entitled to charge fees for services provided to students undertaking training and assessment that lead to a **nationally recognised outcome**.

These fees may include (but are not limited to):

- Tuition and training services
- Assessment services
- Course materials and textbooks
- Student services and administrative costs

## 2. Fees Payable

- Fees become payable once a student has received a Confirmation of Enrolment (CoE) or written enrolment confirmation.
- The initial payment must be made prior to commencement of training or within ten (10) days of invoice issue, whichever occurs first.
- TACIS reserves the right to suspend or discontinue training where fees are not paid in accordance with the agreed payment schedule.
- All current fees are published in the Schedule of Fees and Charges, which is available upon request or via Student Services.

## 3. Schedule of Fees and Charges

The Chief Executive Officer (CEO) is responsible for approving and maintaining the TACIS Schedule of Fees and Charges.

The Schedule must clearly outline:

- The total amount of all fees, including tuition, administration, materials, and any additional charges;
- Payment terms, including due dates, instalment options, and any non-refundable deposits;
- The nature of TACIS's guarantee to deliver training and assessment services once a student has commenced study;
- Any discounts, fee reductions, or exemptions (e.g. multiple enrolments, continuing students, group bookings, concession holders);
- Fees for additional or optional services, including reassessment, replacement certification, and support services.

## 4. Qualification Fees

Qualification	Total Fees
CHC30121 Certificate III in Early Childhood Education and Care	\$10,800 (inclusive of tuition, administration, and materials)
CHC50121 Diploma of Early Childhood Education and Care	\$10,800 (inclusive of tuition, administration, and materials)
BSB50820 Diploma of Project Management	\$3,800 (inclusive of tuition, administration, and materials)
BSB60720 Advanced Diploma of Program Management	\$3,800 (inclusive of tuition, administration, and materials)

CPP41419 Certificate IV in Real Estate Practice	\$3,800 (inclusive of tuition, administration, and materials)
CPP51122 Diploma of Real Estate Practice	\$3,800 (inclusive of tuition, administration, and materials)

## 5. Administration and Materials Fees

Fee Type	Amount
Administration Fee (includes enrolment processing)	\$300 (non-refundable)
Materials Fee (textbooks, student guides, resources)	\$500 (non-refundable)

## 6. Other Fees and Charges (As Applicable)

Service	Fee
Re-assessment (after two unsuccessful attempts)	\$200 per unit (non-refundable)
Late Assessment Submission	\$200 per unit (non-refundable)
Recognition of Prior Learning (RPL)	\$250 per unit (non-refundable)
Credit Transfer (per qualification application)	\$200 (non-refundable)
Re-issue of qualification or certificate	\$60 (non-refundable)
Re-issue of transcript or attendance letter	\$20 (non-refundable)
Replacement student card	\$20 (non-refundable)
Building access card	\$50 (refundable upon return)

## 7. Overseas Student Health Cover (OSHC)

*(International Students Only)*

International students are required to maintain valid Overseas Student Health Cover (OSHC) for the duration of their student visa.

TACIS has an arrangement with Allianz OSHC to assist students in obtaining appropriate coverage. OSHC costs are additional to course fees and vary depending on the type of cover selected.

Approximate minimum annual costs:

- Single: \$437 / 12 months
- Couple: \$1,222 / 12 months
- Single Parent: \$1,744 / 12 months
- Family: \$2,022 / 12 months

## 8. Protection of Prepaid Student Fees

In accordance with the Standards for Registered Training Organisations (RTOs) 2015, TACIS limits the amount of fees collected in advance of training and assessment delivery.

- TACIS will not collect more than \$1,500 per student prior to course commencement.
- This limit applies regardless of whether payment is made directly by the student or via a third party.
- Following commencement, additional fees may be collected in scheduled instalments, as outlined in the agreed payment plan.

## 9. Fee Review and Transparency

- All fees are reviewed annually.
- Students will be notified in writing of any changes prior to implementation.
- TACIS ensures fees are transparent, reasonable, and aligned with regulatory requirements.