1. Under the provision of Schedule 1A of the Higher Education Support Act 2003 (HESA) Productivity Partners Pty Ltd trading as Captain Cook College (the first provider) must comply with the VET Tuition Assurance requirements. This is to protect students in the event that Productivity Partners Pty Ltd ceases to provide a VET course of study in which a student is enrolled. The meaning of ‘ceasing to provide a VET course of study’ is set out at paragraph 3.4.13 of the VET Guidelines. These guidelines are available from: https://www.legislation.gov.au/Details/F2015L02124

2. In the event that Productivity Partners Pty Ltd ceases to provide a VET course of study in which the student is enrolled, the student is entitled to a choice of:

   a) An offer of a place in a similar VET course of study with another provider without any requirement to pay the other provider any VET tuition fee for any replacement VET units (this is known as the “VET Course Assurance Option”);

   OR

   b) A refund of his or her up-front VET payments for any VET Unit of Study that the student commences but does not complete because Productivity Partners Pty Ltd ceases to provide the VET course of study of which the VET unit forms part (this is known as the “VET Tuition Fee Repayment Option”);

3. Productivity Partners Pty Ltd has met the VET tuition assurance requirements in the VET Guidelines through it current membership of the Australian Council for Private Education and Training (ACPET) and Australian Student Tuition Assurance Scheme (ASTAS). In relation to students defined within the meaning of the Education Services for Overseas Students Act 2000, fee protection will be provided via the Government’s Tuition Protection Service.

   Contact details for ACPET are:
   
   Brisbane
   Level 44, 46 Edward Street
   BRISBANE QLD 4000
   Email: acpet@acpet.edu.au

   Sydney
   Level 1, 66 Berry Street
   NORTH SYDNEY NSW 2060
   Website: www.acpet.edu.au

4. If Productivity Partners Pty Ltd ceases to provide a VET course of study, ACPET will send a student enrolled in the VET course of study a written VET Tuition Offer (the Offer) advising the VET student of the options available under the VET 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 VET unit. ACPET will provide this Offer within twenty business days after it knows, or should know by reasonable enquiries that Productivity Partners Pty Ltd has ceased to provide the VET course of study.

5. For the purposes of VET FEE-HELP, all courses offered by Productivity Partners Pty Ltd in accordance with the course requirements of clause 45 of Schedule 1A of the Higher Education Support Act 2003 are covered by ACPET’s ASTAS scheme (‘the Scheme’) as part of Productivity Partners Pty Ltd’s membership of the scheme.
6. A Student may choose either:

a. The VET course assurance option:

Under the VET course assurance option, a VET student will be offered a place in a similar VET course of study by ACPET. If the VET student accepts this option, ACPET will make all necessary arrangements to ensure a VET student is able to enrol with the Second Provider in the similar VET course of study. This offered VET course will lead to the same or a comparable qualification without any requirement on the part of the VET student to pay the Second Provider any VET tuition fee for any replacement VET Units (that is, units that the VET student had commenced but not completed because the VET course ceased to be offered). A VET student will receive full credit from the Second Provider for any VET Units of Study successfully completed at Productivity Partners Pty Ltd.

The Second Provider nominated by ACPET may have different VET tuition fees to the fee the student would have paid for VET units of study which were part of the VET course of study that Productivity Partners Pty Ltd ceased to provide but which the student had not yet started studying.

A student is not obligated to enrol in a VET course of study with a Second Provider offered by ACPET under the VET Course Assurance Option. However, if he/she enrols with any other VET provider there is no obligation on that VET Provider to offer a full credit transfer for the VET units of study completed with Productivity Partners Pty Ltd or to offer replacement VET unit/s free of charge.

OR

b. The VET Tuition Fee Repayment Option:

Under the VET Tuition Fee Repayment Option, ACPET undertakes to pay the VET student the total of any up-front VET payments already paid by the VET student for any VET units of study the VET student has commenced but not completed because the VET course ceased to be offered. VET students selecting this option will also have their VET FEE-HELP balance re-credited for the uncompleted VET units.

7. Publication Plan

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