

FRANCAPELLI ACADEMY

FEEES AND CHARGES SCHEDULE FOR APPRENTICES 2020

francapelli academy students who are enrolled in Victorian government funded places in 2020 pay a tuition fee, student amenities fee and hairdressing learning resources (HLR) fee.

The 2020 tuition fee for apprentices is a minimum fee of \$343.40 (concession – 20% of max fee) and a maximum fee of \$1717.00 (non-concession), based on the number of hours/subjects in the course. Tuition fees are invoiced in advance.

For the tuition fee concession to be granted, francapelli academy staff must sight and retain copies of all documentation demonstrating an individual's eligibility for the concession, **PRIOR** to the commencement of training.

Exemptions for tuition fees are available upon presentation of referral letters from relevant government agencies.

Exemptions and concessions are for students in Victorian government subsidised places only.

In addition to the tuition fee, each student will be required to pay an **ANNUAL** Student Services and Amenities Fee (SSAF) of \$445. Hairdressing Learning Resources (HLR) (access to the following resources online by student login - Theory Textbooks (Book 1 & Book 2) and Practical Systems and Procedure Manual) of \$1094.50 (once only). There are no concessions for Student Services and Amenities Fee or Hairdressing Learning Resources fee.

Fee Explanation

Student Services & Amenities Fee – includes the process of enrolling and inducting each student (sending and completing paperwork, entering into Student Management System and uploading to the Government on a monthly basis, it also includes the use of francapelli academy facilities. **This fee is the responsibility of the Apprentice to pay each year they attend.**

Tuition Fee – the Government funds most of your training (see Schedule of fees) and this is what the Government wants you to contribute towards your training to gain your qualification. **This fee should be paid by Employer or if Apprentice pays, to be reimbursed by Employer after 6 months.**

Hairdressing Learning Resources Fee - Textbook of hairdressing for the digital age to mirror and keep up with 21st century. Now that education is moving towards e-learning this textbook of hairdressing is visual and audio, so that trainer and student can interact. With the audio text you will be able to listen and absorb the information at the same time, the Video visual is step by step education, steel images can be enlarged for more detail, and makes learning more fun and exciting. With e-learning you can do at anytime and anywhere. **This fee should be paid by Employer or if Apprentice pays, to be reimbursed by Employer after 6 months.**

Enrolment Fees and Charges

Students are required to pay the **Student Amenities Fee in advance or on the day of enrolment and there is no concession rate for this fee.**

Fees payable by students enrolling are made up of three components:

- **Tuition Fee** as prescribed by francapelli academy; paid by Employer
- **Student Amenities Fee** set by francapelli academy; paid by Apprentice; and
- **Hairdressing Learning Resources (HLR)** paid by Employer

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2020 – Schedule of Fee Information

Course name	Course code	Training Program	Total Qualification Scheduled Contact Hours (SCH) ***	Tuition per Scheduled Contact Hour (GST free)	Total Maximum Tuition (GST free) **	Yearly Student Services Amenities Fee (GST free)	Hairdressing Learning Resources (HLR) (includes GST)	Hairdressing Equipment Kit*	Approximate amount of funding provided by government for SHB30416
Certificate III in Hairdressing	SHB30416	Apprenticeship	1010 or 1040	\$1.70	\$1717.00	\$445	\$1094.50	\$1052.95	\$12,625.00
Certificate III in Hairdressing	SHB30416	Apprenticeship (concession card) **	1010 or 1040	\$0.34	\$343.40	\$445	\$1094.50	\$1052.95	\$12,625.00
Certificate III in Hairdressing	SHB30416	Fee for Service (Full time)	2080	\$5.77	\$12,000	\$445	\$1094.50	\$1052.95	Not applicable
Certificate III in Hairdressing	SHB30416	Fee for Service (Full time)	2580	\$5.81	\$15,000	\$445	\$1094.50	\$1052.95	Not applicable

The student tuition fee, as published, is subject to change given individual circumstances at enrolment

* Equipment is required for the above course. Students are able to source their own equipment or kits are available for purchase from Administration.

** Concession fee only applies to those students who are eligible for government funding.

*** Total Qualification Scheduled Contact Hours (SCH) may vary due to elective unit – SHBHREF001 – Curl & Volumise Hair with Chemical Treatments

The student tuition fees as published are subject to change given individual circumstances at enrolment

Payment plans are available, for further information contact francapelli academy (03) 9818 0089

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OTHER FEES					
Reassessment Fee (over 3 attempts)	\$70.00	Certificate reprint	\$75.00	Late assignment (assessment) submission	Concession rate: Unit hours x \$0.34 Non-concession rate: Unit hours x \$1.70
Re-enrolment Fee	\$300	Statement of Attainment reprint	\$75.00	Individual equipment hire per item per day. If available	\$5.00
Mannequin heads	\$80 to \$100	Registered mail out of replacement certificate (collect from office is free)	\$10.00	Copies of receipts (if already emailed)	\$5.00 each
RECOGNITION OF PRIOR LEARNING (RPL) FEES					
Application/Review Fee	\$250				
Cost per unit of competency	\$250				

Additional Expenses/Levies

Some courses have additional costs to cover course materials/resources such as tools of trade, learning resources, mobile device (such as iPad, Laptop or Tablet) and equipment. Students will be advised if these expenses apply to them and administration staff will provide an itemised list.

Concessions

A concession is available for a student who is:

- A recipient of the following (A, B or C)
- A dependent spouse or dependent child of a recipient of the following (A or B only)

- A. Commonwealth Health Care Card
- B. Pensioner Concession Card
- C. Veteran's Gold Card

This concession does not apply if the student's fees are being paid by a Commonwealth Government Agency or as part of a Commonwealth program or initiative.

Aboriginal or Torres Strait Islanders:

A student who is an Aboriginal or Torres Strait Islander will pay the concession rate.

Special Arrangements

Special arrangements are in place for the following situations:

- If a student was previously eligible for concessions, then becomes ineligible for concessions and enrolls in extra modules / units / courses.
- If a student was previously not eligible for concessions, then becomes eligible for concessions and enrolls in extra modules / units / courses.

Payment Options

Tuition Contribution, Student Amenities Fees and Hairdressing Learning Resources and additional expenses/levies can be made using the following methods:

- Directly to Administration using cash, cheque or money order.
- Directly deposited into francapelli academy bank account (see Administration for bank account details, or refer to the bottom of your invoice)
- Francapelli academy does have EFTPOS or credit card facilities.
- Payment Plans by arrangement and approved by Administration Manager.

If student fees are being met by a third party (Job Network Agency, employer, etc.) an Authority to Invoice letter must be provided at the time of enrolment.

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Extreme Hardship:

In the case of extreme hardship an appointment can be made with Administration to discuss alternative payment arrangements.

The following refunds apply:

Cancellation of enrolment by student any time prior to or within the first four weeks of teaching:

- Cancellation of enrolment needs to be made in writing and sent via email, post, or in person;
- There is no refund for Student Amenities Fee.
- No refunds are provided for training that has been delivered.
- No refunds are provided for Hairdressing Learning Resources, unless you request in writing and cancel your enrolment within one month of commencement.
- If the Academy cancels the course or closes its operations, then a refund of all fees is paid to you or the client unless satisfactory alternative arrangements can be made
- Cancellations received up to two weeks prior to commencement will receive a full refund minus \$50 to cover administration costs
- Cancellations received less than two weeks prior to commencement or after commencement will receive no refund.
- Cancellations will only be accepted if they are received in writing (email, fax, post or hand delivered)

Francapelli academy requires written notification from you if you intend terminating attendance at the Academy. Your letter must include the **date and reason(s)** as to why you will not be continuing.

If the reason is a health issue, then francapelli academy requires written documentation from a GP or Specialist stating that the student is unable to attend.

If francapelli academy does not receive any of the above in writing the student will be ineligible for any refunds of any sort. Certificates and/or Statement of Attainment certificates will not be issued to students who have not met all their financial commitments and/or paid outstanding training fees to francapelli academy.

Extraordinary circumstances:

- Other circumstances may be considered for full or partial refund as approved by the Principal of Francapelli Academy. Students must put this in writing attaching any relevant supporting evidence. Each case will be considered on an individual basis.

Additional charges

General additional charges are as follows:

Certificate of Completion	Free
Statement of Attainment	Free
Archive Result Search	\$40.00
Archive Results Search and Replacement Certificate	\$85.00

For Further Information

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