

Student Fees Policy

Version 1 – Approved 25 September 2020

Purpose:

This policy sets out the principles for setting, charging and refunding student fees.

	Responsible
1 Student fees	
1.1 The University will set, publish and charge tuition and incidental fees in a transparent manner, compliant with legislation, and responsive as appropriate to varying student cohorts.	Vice-President Strategy, Finance and Marketing
1.2 Students will pay all fees by the specified due date or defer their fees to an eligible loan scheme prior to the census date. Non-payment of fees may result in sanctions or cancellation of enrolment.	Vice-President Strategy, Finance and Marketing
1.3 University decisions regarding fees, and sanctions or cancellation of enrolment resulting from their non-payment may be reviewed on grounds that will be determined and published by the University.	Vice-President Strategy, Finance and Marketing
2 Student Services and Amenities Fees	
2.1 The University will set an annual compulsory Student Services and Amenities Fee within prescribed limits and determine the categories of enrolled students required to pay it. Non-payment of the fee may incur sanctions.	Deputy Vice-Chancellor (Academic)
2.2 The annual allocation, reporting and acquittal of Student Services and Amenities Fee revenue will be transparent to students who will have an opportunity to participate in allocation decision-making.	Deputy Vice-Chancellor (Academic)
3 Refund of fees and remission of debt	
3.1 The University will provide accessible and transparent information to students detailing the circumstances under which fees will be refunded.	Vice-President Strategy, Finance and Marketing
3.2 Applications from Commonwealth-supported and full fee-paying domestic students for the remission of debt will be assessed consistent with relevant legislation.	Vice-President Strategy, Finance and Marketing
4 Student loans	
4.1 The University will have an open and transparent framework for administering overseas student loans through OS-HELP to eligible Commonwealth-supported students who wish to undertake part of their study overseas.	Vice-President Strategy, Finance and Marketing

Definitions and acronyms: [census date](#) | [Commonwealth Supported Places \(CSP\)](#) | [Student Services and Amenities Fee \(SSAF\)](#) | [tuition fee](#) | [Overseas Study-Higher Education Loan Program \(OS-HELP\)](#) |

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All University community members must comply with all relevant laws and regulations, University By-Laws, ordinances, policies and procedures.