

Right Choice Training

Schedule of Fees and Charges

Right Choice Training is a Registered Training Organisation and operates in accordance with applicable legislation and the Standards for Registered Training Organisations. Right Choice Training is entitled to charge fees for services provided to students undertaking a course of study. These fees are for items such as course materials, administrative support, student services and training and assessment services. We review our fee schedule regularly and endeavour to keep the cost of training down.

When and how do I pay?

Fees are payable once a learner has received a course registration confirmation. The initial fee payment must be made either before commencing training or within five (5) days of receiving an invoice from Right Choice Training. Right Choice Training reserves the right to discontinue training if fees are not paid in accordance with the agreed fee schedule. Payment methods include direct deposit, cheque or credit/debit card.

Can I get a refund?

Yes – We offer a seven (7) calendar-day cooling-off period from the day of payment, ensuring you can withdraw from your course and receive a full refund, providing a 100% money-back guarantee.

If you give the notice to cancel your enrolment after seven (7) calendar days, you are not eligible for the refund. Discretion may be exercised by the Chief Executive Officer if there is an extenuating or significant personal circumstance that led to your withdrawal.

If, for any reason Right Choice Training is unable to fulfil its service agreement with a student, Right Choice Training must refund the student's proportion of fees paid for services not delivered.

How do I get a refund?

To obtain a refund, you are required to give written notice to cancel your enrolment and complete a Refund Request Form. Written notice may be in the form of an email or a letter. Where refunds are approved, the refund payment will be paid via electronic funds transfer using the authorised bank account nominated by you. This payment will be made within 14 days from the time you give written notice to cancel your enrolment.

Are my fees protected in case I need a refund?

Yes - Right Choice Training has a responsibility to protect the fees paid by students. To meet this need, Right Choice Training will only accept an initial payment of no more than \$1,500 from each student prior to the commencement of their course. The subsequent payments are based on the costs of your training and assessment which is yet to be delivered. If the cost of the course is less than \$1500.00, the full amount will be requested before the program commences.

Do I pay GST in my tuition fees?

No – Training tuition fees are GST exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for 'professional or trade course' is a GST-free education course. GST does apply on the payment of some miscellaneous charges.

Changes to terms and conditions

Right Choice Training reserves the right to amend the conditions of the student's enrolment at any time. If amendments are made that affect the student's enrolment, the student will be informed 7 days prior to changes taking effect.

Please refer to the Learner Handbook for further information on all student rights and obligations.

Schedule of Fees and Charges

Qualification	Total Fees	When to Pay Fees
BSB41419 Certificate IV in Work Health and Safety	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/bsb41419-certificate-iv-in-work-health-and-safety/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB51319 Diploma of Work Health and Safety	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/bsb51319-diploma-of-work-health-and-safety/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB50120 Diploma of Business	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/bsb50120-diploma-of-business/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB50420 Diploma of Leadership and Management	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/bsb50420-diploma-of-leadership-and-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BBS40120 Certificate IV in Business	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/certificate-iv-in-business/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB40420 Certificate IV in Human Resource Management	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/certificate-iv-in-human-resource-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB40520 Certificate IV in Leadership and Management	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/certificate-iv-in-leadership-and-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB50320 Diploma of Human Resource Management	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/diploma-of-human-resource-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB40920 Certificate IV in Project Management Practice	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/certificate-iv-in-project-management-practice/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as

		per the payment plan options.
BSB50820 Diploma of Project Management	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/diploma-of-project-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB50920 Diploma of Quality Auditing	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/diploma-of-quality-auditing/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
FNS40222 Certificate IV in Accounting and Bookkeeping	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/certificate-iv-in-accounting-and-bookkeeping/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
FNSSF00004 BAS Agent Registration Skill Set	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/certificate-iv-in-accounting-and-bookkeeping/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB40820 Certificate IV in Marketing and Communication	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/Certificate-IV-in-Marketing-and-Communication/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
BSB50620 Diploma of Marketing and Communication	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/Diploma-of-Marketing-and-Communication/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
Bridging Course (Pathway to Diploma) and the BSB50620 Diploma of Marketing and Communication	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/bsb40820-core-units-and-bsb50620-diploma-of-marketing-and-communication/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
Bridging Course (Pathway) and BSB50320 Diploma of Human Resource Management	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/pathway-and-bsb50320-diploma-of-human-resource-management/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
Dual/double qualifications	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/dual-	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as

	courses/#iv-dual-courses	per the payment plan options.
Bridging course of BSB51319 Diploma of Work Health and Safety and BSB51319 Diploma of Work Health and Safety	Please refer to the Right Choice Training website to check the current price- https://rightchoicetraining.com.au/bsb41419-core-units-and-bsb51319-diploma-of-work-health-and-safety/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
Combo offer- BSB51319 Diploma of Work health and Safety and ICAM Lead Investigator course	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/bsb51319-diploma-of-work-health-and-safety-and-icam-lead-investigator/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.
ICAM Lead Investigator Course	Please refer to the Right Choice Training website to check current price- https://rightchoicetraining.com.au/icam-lead-investigator-course/	During the registration, as per the payment option selected. OR if a payment plan is selected, fees must be paid as per the payment plan options.

Note.

- All training tuition fees are exempt from the payment of GST. No GST included.
- RPL fees are the same as the fee listed above for completing the listed courses.
- Right Choice Training payment terms are 5 working days. Initial payment/pre-payment can be made via the website or by requesting the invoice. If requested, an invoice will be issued during the enrolment stage and is required to be paid within five working days.

The fee structure described above is designed to limit the amount paid by students upfront and is structured to collect fees as the course progresses.

RPL and Credit Transfer Application and Charges

Request for RPL (Note- Fees must be paid upfront and non-refundable irrespective of outcome decision)	\$50.00 Per Unit (GST exempt)
RPL re-assessment (with new evidence/documentation) (Note- fees must be paid upfront and non-refundable irrespective of outcome decision)	\$25.00 Per Unit GST exempt)
Credit Transfer	No charges

Miscellaneous Charges

Re-issuing a certificate, qualification or statement of attainment	\$49.00 (Incl. GST)
Qualification course extension-Six months	\$450.00 (GST exempt)
Qualification course extension-Three months	\$250.00 (GST exempt)
Qualification course extension - Six weeks	\$150.00 (GST exempt)
Initial registration/administration fees (Included in the total course price; however, in case of refund, administration fees will be deducted from the refund amount (not applicable in case of cancellation within 7 calendar days)	\$250.00 (GST exempt)
Single unit fees (Certificate IV qualifications)	\$250.00 (GST exempt)
Single unit fees (Diplomas)	\$295.00 (GST exempt)
Failed payment charges (irrespective of the amount value)	\$25.00 (Incl. GST)
Course reactivation fees within 7 days of suspension/cancellation	\$125.00 (GST exempt)
Course reactivation fees after 7 days of suspension/cancellation- Subject to RTO Manager Approval (Note: The course will not be reactivated after 30 days of termination/cancellation)	\$250.00(GST exempt)
Note: No cap on re-submissions	