

Statement of Tuition Assurance

Introduction

Under the provisions of the Higher Education Support Act 2003 (HESA) and the associated Higher Education Standards Framework 2021, Perth Bible College, hereafter called PBC, (the First Provider) is required to provide a tuition assurance arrangement for Australian citizens or holders of an Australian permanent humanitarian visa who are enrolled in higher education courses it offers. This requirement is to protect a student in the event that PBC ceases to provide a course of study in which a student is enrolled. The meaning of 'ceasing to provide a course of study' is set out in the HEP Guidelines (http://www.backingaustraliasfuture.gov.au/guidelines/hep_guide.htm).

Tuition assurance for international students and domestic students is provided through the Australian Government's Tuition Protection Service (TPS). PBC is a financial member of this service.

Options for Tuition and Course Assurance

In the event that PBC ceases to provide a course of study in which a student is enrolled, the student is entitled to a choice of:

- a) an offer of a place in a similar course of study with a Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units (this is known as the **Course Assurance Option**);

OR

- b) a refund of his or her up-front payments or re-credit/remission of a HELP loan for any unit of study that the student commences but does not complete because PBC ceases to provide the course of study of which the unit forms part (this is known as the **Student Contribution/Tuition Fee Repayment Option**).

If PBC ceases to provide a course of study, Scarborough Baptist Church will send a student enrolled in the course of study a Written Tuition Assurance Offer (the Offer) advising the student of the options available under the tuition assurance requirements. The Offer will include directions that the student must follow in order to notify Scarborough Baptist Church of the choice they have made for each affected unit. Scarborough Baptist Church will provide this offer within 20 business days after it knows, or should know by reasonable enquiries, that PBC has ceased to provide a course of study.

The Course Assurance Option

PBC has met the course assurance option requirement of the HESA through a Deed/s of Course Assurance with the Second Provider/s listed below. If PBC is unable to provide a course of study the Second Provider/s will make all the arrangements necessary to ensure that a student enrolled in that course of study is able to enrol in a similar course of study with that Second Provider.

The following alternative course/s of study will be offered in the event that PBC is unable to deliver its higher education courses:

PBC Course	PBC Qualification	Australian College of Theology Alternate Course	Australian College of Theology Qualification
Advanced Diploma in Ministry	Advanced Diploma in Ministry	Advanced Diploma of Ministry	Advanced Diploma of Ministry
Diploma of Ministry	Diploma of Ministry	Diploma of Ministry	Diploma of Ministry
Bachelor of Ministry	Bachelor of Ministry	Bachelor of Ministry	Bachelor of Ministry
Graduate Diploma of Ministry	Graduate Diploma of Ministry	Graduate Diploma of Divinity	Graduate Diploma of Divinity

If a student accepts a place in a course offered by a Second Provider named above, he or she will receive full credit for units of study completed towards the same or comparable qualification with the Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units.

The Second Provider may have different contribution amounts or tuition fees to the amounts or fees the student would have paid for units of study which were part of the course of study the PBC ceased to provide.

A student is not obliged to enrol in an offered course of study with a Second Provider under the Course Assurance Option. However, if he or she enrolls with any other provider, there is no obligation on that provider to offer full credit transfer for the units of study completed with PBC or to offer a replacement/s unit free of charge.

Student Contribution/Tuition Fee Repayment Option

PBC has met the Student Contribution/Tuition Fee Repayment Option requirement through a Repayment Deed of Guarantee with Scarborough Baptist Church, 158 Brighton Road, Scarborough, WA, 6019.

If a student chooses the Student Contribution/Tuition Fee Repayment Option, Scarborough Baptist Church will undertake to pay the student the total of any up-front payments already paid by the student for any units of study the student has commenced but not completed. Students selecting this option will also get their FEE-HELP balances remitted/re-credited for any units which they have commenced but not yet completed.

Tuition Assurance Service

PBC is a financial member of the Australian Government TPS. Should neither of the above options be acceptable to a student or PBC does not provide assistance, the TPS will contact the student directly. The TPS will offer the option to either receive a refund of tuition fees for affected parts of the course, or assistance to move to a similar replacement course.

This service is available to FEE-HELP or HECS-HELP (HELP) students, VET Student Loans (VSL) students, and international students, in the event that their education provider defaults.

Domestic up-front fee-paying students studying higher education with private education providers are eligible for tuition protection assistance if the course has not commenced, or ceases after commencement but before completion, and the student has not previously withdrawn.

Each affected student will have a period of six (6) months in which to accept the replacement course offer. The Department may extend that period in circumstances that justify an extension.

For more information on the TPS please refer to <https://tps.gov.au/Home>

This statement of Tuition Assurance will be published on the College website: <http://www.pbc.wa.edu.au>. Directions to this web address will be provided in the College Prospectus and Student Handbooks.