TUTION PROTECTION

Purpose	This procedure has been developed to ensure that MIMT has appropriate procedures in place to ensure that it performs the required actions as outlined in the VET Student Loans Rules 2016 in the instance that MIMT ceases to provide an approved course after it starts but before it is completed.
Responsibility for implementation	The Campus Manager is responsible for ensuring that this process is adhered to in the instance that MIMT ceases to provide an approved course
When	In the instance that MIMT ceases to provide an approved course
Policy/ Process **Action if MIMT ever ceases to provide a course**	In the instance that MIMT ceases to provide an approved course, MIMT will ensure that the following actions are performed: • Within 2 days, MIMT will notify students enrolled in the course, in writing, that the course is no longer being provided; • Within 7 business days after notifying the students, MIMT will hold a meeting with the students and the tuition assurance scheme operator at the location where the course was primarily delivered; • As soon as practicable, MIMT will update it's website to reflect that the course is no longer being provided and to provide tuition assurance information; • Provide the Operator with notice of the events as outlined under sections 52 (information about events that affect provider) and 53 (notice and information when course ceases); • As soon as practicable after receiving notice from the operator as outlined under subsection 73(2) (notice that a student's FEE-HELP balance must be re-credited), re-credit the student's FEE-HELP balance
Procedure in the instance that MIMT is the replacement provider	In the instance that MIMT acts as the 'replacement provider' for a student/s who have studied with a previous provider: • where sufficient evidence is provided as evidenced by a statement of attainment issued in accordance with the Australian Qualification Framework, course credits for parts of the original course successfully completed by the student will be applied. • The student/s will not be charged tuition fees for a replacement component of the replacement course. • All students are entitled to a credit free tuition period based on the pre-paid tuition they forfeited with the closure of College • The displaced students will not be charged an admission or enrolment fee • Students finishing their qualification will be given their Certification/Diploma from MIMT which will recognise their entire studies, not just what they have completed at MIMT • Students will be provided an offer from MIMT in writing, which includes fees, payment schedules/schemes and duration of the course • RPL cannot be charged for but must be available to each student Each student will be assessed on a case by case basis to ascertain where they up to in their course, what credits can be applied and what is left for the student to complete in the remainder of their course

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