



# POLICY

## Refund

RTO: 2922  
CRICOS: 01597B

### POL 007

All clients will be advised of the following refund policy prior to enrolment in any learning program, fulltime course or workshop.

- 1 The application fee is non-refundable if student cancels or is not accepted.
- 2 If the college is unable to provide the course for which the student is enrolled, course fees will be refunded in full or course fees will be transferred to another institution which can provide the course.
- 3 Course fees are refunded in full (less application fee) if a student cancels more than 45 days before the course commences.
- 4 No refund of fees is given after a student has commenced studying.
- 5 AICA will pay the amount of refund within 4 weeks after receiving a written claim from the student.
- 6 AICA will pay the refund amount to the person who enters into the contract with AICA, unless the person gives a written direction to AICA to pay the refund to another party.
- 7 This agreement does not remove a student's right to take further action under Australia's consumer protection laws.
- 8 AICA's dispute resolution process does not circumscribe a student's right to pursue other legal remedies.

The application of this policy is at the discretion of AICA Education at all times.

Specialised courses are subject to minimum numbers and commencement dates are proposed.

