

**STATEMENT OF VET TUITION ASSURANCE
DOMESTIC & INTERNATIONAL STUDENTS**

Statement

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1. STATEMENT

This policy is applicable to and available to students on the JMC website, www.JMC.edu.au, or a copy may be requested from Reception. Students are made aware of this statement by the Student Admissions team during the enrolment process. If this statement changes over time, the most current version will be available on JMC's website.

2. DEFINITIONS

All definitions are located in the *JMC Glossary*.

3. POLICY

This is a statement of the Academy of Film, Theatre & Television's (JMC) policy in relation to protecting the fees domestic & international students pay in advance for training.

JMC complies with current Government regulations to ensure that domestic & international vocational education and training (VET) students will receive the training for which they have paid.

From 1 January 2018, interim tuition assurance arrangements have been in place. Under these arrangements, the Department of Education and Training (the department) is managing tuition assurance with the assistance of a third-party tuition assurance administrator.

4. RELATED DOCUMENTS

All related JMC Fee Policies are located on the JMC website, www.JMC.edu.au

- 4.1 JMC Glossary
- 4.2 Fee Schedule
- 4.3 Tuition Fee Refund Policy and Procedure (VET)
- 4.4 Fees taken in advance Policy and Procedure (VET)
- 4.5 Late Fee Payments Policy (VET)
- 4.6 International Student Fee Refund Policy and Procedure (VET)
- 4.7 Tuition Fee Refund and Removal of VSL Debt Policy and Procedure (VET)
- 4.8 Tuition Fee Refund and Re-Accrediting VET STUDENT LOAN Debt - Special Consideration Policy and Procedure (VET)
- 4.9 Complaints and Appeals Policy and Procedure

5. RELEVANT LEGISLATION

This statement complies with the requirements of the following RTO standards:

- Standards for Registered Training Organisations 2016 [Standard 5.3](#) and [Schedule 6](#)

6. POSITIONS RESPONSIBLE

- 6.1. Head of Student Services and Admin
- 6.2. Student Admissions
- 6.3. Administration
- 6.4. Campus Manager
- 6.5. Director of Finance and Operations
- 6.6. Chief Executive Officer

7. APPROVAL INFORMATION

Approval Authority	Quality Education and Risk Committee (QERC)
Health Check approval authority	JMC CEO
Review date	01/12/2024

Version	Approved by	Approval date	Effective date	Modifications	Status
2.0	QERC	02/02/2022	03/02/2022	New template	Current