



## Enrolment Fee

**\$250.00**

The enrolment fee applies to all fee-for-service courses and recognition processes. It is the non-refundable component of the course fees to secure your place.

## Payment Terms

Where the total course cost is under \$1500, full payment is required immediately upon enrolment.

Where the total course cost is over \$1500, students are required to pay \$1500 upon enrolment and will be invoiced in further \$1000 increments (or part thereof) in 3 monthly instalments until the full course cost is paid. Credit and payment plans may be available upon application and approval.

## Funded Programs - Queensland

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We are proud to be a Queensland Government Skills Assure supplier for Vet Investment and User Choice Funding.

## Vet Investment Funding

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### Qualification

BSB30120 Certificate III in Business

SIT20322 Certificate II in Hospitality

SIT30622 Certificate III in Hospitality

SIT20122 Certificate II in Tourism

To be eligible to access the Certificate 3 Guarantee, you must:

- be aged 15 years or older;
- be no longer at school (with the exception of school students in Years 10, 11 and 12 undertaking a VET in School (VETiS) program
- permanently reside in Queensland;
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen (for more information see [Visa eligibility under VET investment programs](#));
- **not hold, or not be enrolled in, a certificate III or higher-level qualification, not including qualifications completed at school and foundation skills training.**

### How much will you pay?

The government will pay a portion of the training costs for your course directly to Blueprint Career Development. Students are required to pay a co-contribution fee of \$10.00 per unit (non-concessional) or \$5.00 (Concessional)

## Traineeships

Applies to full-time, part-time and school based trainees	# Units	Government Contribution
BSB30120 Certificate III in Business	13	\$2865
SIT30622 Certificate III in Hospitality	15	\$4160

*A student or employer contribution fee also applies to traineeships funded through user choice. This fee is charged at \$1.60 per nominal hour student contribution, no fee is applicable if a unit is credit transferred. Partial and full student fee exemptions may apply. \*\* Nominal hours are determined using the NCVET Nominal Hours calculator or the Victorian Purchasing Guide. Nominal hours are checked quarterly.*

\* Where the trainee is in the Priority Population Group, the government contribution will be 100% and there will be no employer contribution. Priority Population Groups are those declared on the national Apprenticeship/Traineeship Training Contract, such as individuals of Aboriginal or Torres Strait Islander origin, individuals from a non-English speaking background and individuals with disability, impairment, or long-term condition.

\*\* Student contribution fees will be charged at 40% of the full student contribution fee where the trainee is under 17 at the end of February this year, or is in receipt of a health care card, or is an individual of Aboriginal or Torres Strait Islander origin. School based trainees are fully exempted from the student contribution – tuition fee.

Existing workers and part-time staff may be eligible for partial User Choice Funding and attract Federal Government incentives to offset the higher training costs. Please ask us to help determine eligibility and therefore give an accurate quote.

**From time to time, full and partial funding is available for selected qualifications. For information about currently funded training opportunities, please visit our website at [www.blueprintcd.com.au](http://www.blueprintcd.com.au) or call us on 1300 851 550.**

# Funded Programs – South Australia



Supported by  
**Government  
of South Australia**

We are proud to be a South Australia-funded supplier.

## Indicative Government-Funded Course Fee

	Units	Total Subsidy	Co-contribution fee
• TAE40122 Certificate IV in Training and Assessment	12	\$3 143.05	\$1000
• CHCSS00108 Career Development Skill Set	6	\$2 279.20	\$250
• BSB30120 Certificate III in Business	13	\$3002.53	\$255

## South Australian Government Subsidised Place

All students are assessed at the time of enrolment to determine eligibility for a government-subsidised place. Those students that do not meet the eligibility criteria for government-subsidised training will not be enrolled under this model. Government-subsidised places are subject to meeting eligibility and subsidy criteria. To check your eligibility or view the Subsidised Training List, click the links below.

[Check Your Eligibility](#)

[Subsidised Training List](#)

## Concessions

If you meet the eligibility criteria and hold a current healthcare card or pension card, you may be eligible to receive a fee concession.

**From time to time, full and partial funding is available for selected qualifications. For information about currently funded training opportunities, please visit our website at [www.blueprintcd.com.au](http://www.blueprintcd.com.au) or call us on 1300 851 550.**

## Fee for Service – Qualifications and Courses

	# Units	Price per unit	Full Course
10939NAT Certificate II in Self-Awareness and Development	12	N/A	\$365 - \$1,800
10860NAT Certificate III in Personal Empowerment	8	\$400	\$2,995
BSB30120 Certificate III in Business	13	\$250	\$3,250
SIT20322 Certificate II in Hospitality	12	\$200 **	\$1,200 - \$2,400*
SIT30622 Certificate III in Hospitality	15	\$250 **	\$1,500 - \$3,750 *
SIT20122 Certificate II in Tourism	11	\$200	\$1,100 - \$2,200
CHC24015 Certificate II in Active Volunteering	7	\$200	\$375 - \$1,400
CHC30221 Certificate III in Education Support	17	\$250	\$4,250
CHC41215 Certificate IV in Career Development	13	\$325	\$1,820- \$4,225
CHCSS00108 Career Development Skill Set	6	N/A	\$1,000 - \$1,950

### TAE40122 Certificate IV in Training and Assessment

• First Class (Live) – 12 days F2F Workshops	12	\$325	\$3,895
• Business Class (Blended) – 9 live Zoom Workshops then students pay an optional daily rate for up to 3 days F2F @\$400	12	\$325	\$2,895
• Flying Solo – 4 live Zoom Workshops then students pay an optional daily rate for up to 8 days F2F @\$400	12	\$325	\$1,795
• Accelerated Teacher Program (inc. up to 5 x F2F classes or live Zoom Workshops)	12	N/A	\$1,990
• Recognition of Prior Learning (RPL)	12	\$325	\$3,895

### Upgrade to TAE40122 (from TAE40110 or TAE40116)

• Going Solo - TAE40122 via RPL and CT	12	N/A	\$595
• Guided Upgrade - TAE40122 via RPL, CT and 1 live Gap Training workshop	12	N/A	\$995

### TAE Skill Sets:

• TAESS00019 Assessor Skill Set	3	\$325	\$1,225
• TAESS00021 Facilitation Skill Set	2	\$325	\$900
• TAESS00026 Foundation Skills Integration Skill Set	3	\$325	\$1,225
• TAESS00028 Work Skill Instructor Skill Set	2	\$325	\$900

**TAE40116 Certificate IV in Training and Assessment**

• Full Course – Blended (incl. F2F Brisbane Workshops, online and RPL)	10	\$300	\$2,895****
• Full Course – Online & live Zoom workshops	10	N/A	\$1,600***
• Accelerated Teacher Program (incl. 3 x F2F Workshops and 3 x live Zoom Workshops)	10	N/A	\$1395

**Upgrade from TAE40110 to TAE40116**

• Option 1 (via direct credit and RPL only or online via live Zoom)	10	N/A	\$395
• Option 2 (3 assessment units plus TAEASS502)	10	N/A	\$595
• Option 3 (3 assessment units plus TAELLN411)	10	N/A	\$595
• Option 4 (3 assessment units plus TAELLN411 & TAEASS502)	10	N/A	\$695

**TAESS00009 Address Foundation Skills in Vocational Practice Skill Set**

• Option 1 (Full skill set of 3 units)	3	N/A	\$900
• Option 2 (Credit transfer for TAELLN411)	2	N/A	\$600

**TAESS00011 Assessor Skill Set**

• Option 1 Blended (incl. 3 x F2F Workshops, online and RPL)	4	N/A	\$1100
• Option 2 Blended (online & live Zoom workshops)	4	N/A	\$900

**TAESS00014 Enterprise Trainer Presenting Skill Set**

• Option 1 via RPL	2	N/A	\$600
• Option 2 online	2	N/A	\$600

Qualifications and courses may be offered online, through correspondence, classroom, blended learning, credit transfer or RPL modes.

Concession rates and/or government funding may apply to some qualifications. Contact us for specific information.

\* Vocational placement is mandatory if students are not employed in the relevant industry. Additional charges may apply for workplace assessment.

\*\* RSA and RGS units are exceptions and are priced at \$100.

\*\*\*Discount of \$100 applies for an upfront payment.

\*\*\*\*Higher cost may apply for courses in other regions outside Brisbane.

# Recognition and Credit Transfer

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## Credit transfer

Credit transfers are processed at no charge for students already enrolled in the qualification for which they require credit transfers as part of the entry requirement, such as the TAE40116 to TAE40122 upgrade. Where credit transfers are not factored into the full qualification, the remaining course price will be calculated as the total of the individual cost of the remaining units and \$50 per unit credit transferred, up to a maximum of \$200. The Enrolment fee of \$250 still applies for qualifications issued where all units of competency are credit transferred.

## Recognition of Prior Learning (RPL)

RPL is ideal for people with the knowledge, skills, formal training (e.g., professional development workshops), work and life experience to demonstrate competence in specific areas of expertise. Many units can be assessed for RPL using documentary evidence, interview questions and video or audio. However, highly skill-centred units may require workplace observation.

Where no individual prices are listed, the cost of RPL is the same as the course fee, including a \$250 enrolment fee. In some instances, workplace observation may be required. This can be arranged at an additional charge of \$150 per hour. Please note that rural and remote locations may incur additional charges, and, in some cases, we may not be able to provide workplace observation services.

## Reissuance of Certification

Past students may obtain a copy of their certification for \$50 for re-issuance.

## Copies of Assessment Evidence

Students are advised to retain copies of their completed assessments as we retain submitted work for compliance. If students request a copy of their submitted work, a fee of \$150 plus 20 cents per page of photocopying or scanning will be charged.

## Non-Accredited Programs

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Blueprint Career Development offers a range of professional development and non-accredited programs. Topics include Business Etiquette, Conflict Resolution, Proposal Writing, Human Resource Management, Coaching and Mentoring, Using social media Professionally, Sales Fundamentals, Teambuilding, and many more. These are delivered in workshops, online and through correspondence at competitive rates ranging from \$100 to \$300 per person. For more information, please visit our website at [www.blueprintcd.com.au](http://www.blueprintcd.com.au) or call 1300 851 550.

# Refunds

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## Fee for service

The enrolment fee is non-refundable if Blueprint Career Development accepts a student and then elects not to participate in the program. If an applicant does not meet enrolment criteria or Blueprint Career Development cannot provide the services requested, the full enrolment fee will be refunded.

- Blueprint will provide a full refund if the participant cancels attendance at least five (5) days before the course date.
- Blueprint will provide a 50% refund if the participant cancels attendance with at least 48 hours' notice prior to the course date.
- Blueprint is not required to provide a refund if a participant cancels attendance with less than 48 hours' notice before the course date or does not attend.
- The cost of the course will be refunded in full if the course is cancelled by Blueprint and is not rescheduled and
- Blueprint will accept the substitution of attendees free of charge at any time.

## Certificate 3 Guarantee and User Choice

1. If the Student cancels prior to the commencement of training and the student has paid. Co- Contribution fees, a full refund will be paid for any monies paid in advance.
2. If training in a unit of competency has commenced but not been fully completed prior to withdrawal, then a proportionate refund will be given to the student. The proportionate refund will be equal to 50% of the Student Co-contribution fee paid for that unit of competency.
3. Students receive a full refund for any unit/s of competency where training has not yet commenced.
4. Where there has been a change to any elective unit of competency resulting in a reduction in Nominal Hours, the Student Co-contribution fee will be re-calculated, and Students will be refunded any overpaid amount.

Please note: Cancellation of enrolment relates to the following instances:

- cancellation of training contract ending the apprenticeship/traineeship
- replacement of SRTO
- change of elective unit of competency.

Students are not required to request a refund should any of the above situations occur. Blueprint Career Development will automatically calculate the refund and notify the student/client with the amount and a request for bank details for the account that the refund is to be deposited. Where the employer has paid on behalf of the student, the above rules will apply, and the employer will be refunded for any training not yet commenced.

## Contact Details

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