RTO: 31652 CRICOS 03500M

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# VIBE COLLEGE PRE-ENROLMENT GUIDE

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# Vibe College Pre-Enrolment Guide

# About Vibe College

- Vibe College is an educational institution located in Brisbane City, Queensland, Australia. It is both a Registered Training Organisation (RTO 31652) and a registered provider on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS Provider No: 03500M).
- Our primary focus is to deliver high-quality education and training through fully-accredited courses. At our campus, we cater to a diverse student population consisting of both local and international students.
- Our commitment is to provide nationally recognized qualifications across a broad range of fields and areas of study.
- Our college specializes in offering courses in Accounting, Business, Hairdressing & Barbering, Hospitality, Information Technology, and Leadership and Management. As a registered provider on CRICOS (Provider No. 03500M), we are authorized to enroll, accept, and educate overseas students who are studying in Australia on a student visa.
- The vocational education courses we offer have been meticulously designed and developed to align with the specific needs and requirements of various industries. We prioritize ensuring that our courses are relevant, practical, and equip students with the necessary skills to excel in their chosen fields.
- At Vibe College, our utmost priority is to ensure that our students acquire the necessary skills and competencies to make an immediate impact in their chosen fields. We provide high-quality academic support through state-of-the-art facilities on campus, as well as the guidance of highly qualified staff and trainers. Our college embraces the use of modern technology and innovative teaching methods to deliver courses.
- Our commitment to delivering a world-class learning experience is aimed at equipping our students with the ability to excel on a global scale and achieve their professional and entrepreneurial aspirations. We firmly believe in empowering our students to compete internationally and reach their goals with exceptional proficiency.

#### **Policies and Procedures**

Vibe College provides easy access to all necessary policies and procedures for students through our website: <u>https://vibecollege.edu.au/downloads/</u>. These policies encompass a variety of areas, ensuring a comprehensive framework for students. Examples of our policies include:

- Student Payments Policy and Procedure
- Refund Policy and Procedure
- Critical Incident Policy and Procedure
- Transfer between Providers Policy and Procedure
- Complaints and Appeals Policy
- Monitoring Course Progress Policy and Procedure
- Deferral, Suspension, and Cancellation Policy and Procedure
- Student Academic and General Code of Conduct Policy
- Credit Transfer and Recognition of Prior Learning Policy



- Privacy Policy
- These policies are designed to provide clarity and guidance for students on various matters relating to their education and experience at Vibe College. Students can refer to these policies to understand their rights and responsibilities, as well as the college's procedures and guidelines in different areas.



# Campus Location

- Brisbane City, situated in Queensland, is the third largest and most populous city in Australia. It serves as the capital of Queensland. With its subtropical climate, Brisbane offers an ideal setting for numerous outdoor activities, including kayaking along the Brisbane River, camping and hiking in nearby national parks, snorkeling around the Moreton Bay islands, and much more.
- Brisbane attracts over 75,000 international students who consider it their second home. These students have access to a wide range of study options, including vocational training and higher education. The city is also home to a multitude of reputable educational institutions.
- There are several compelling reasons to choose Brisbane as a study destination:
  - Sunshine Capital: As the capital of Queensland, Brisbane enjoys a subtropical climate characterized by hot and humid summers, mild winters, and pleasant spring and autumn seasons.
  - Affordability: Compared to cities like Sydney and Melbourne, Brisbane offers a more affordable cost of living and education, providing students with excellent value for their money.
  - Accommodation: Brisbane stands out as one of the Australian cities that provide purpose-built student accommodations in the inner city, catering to the specific needs of international students.
  - Safety and Welcoming Environment: Recognized as one of the safest and most welcoming cities in Australia, Brisbane hosts the City Welcome Day, the country's largest orientation event for international students.



- Convenient Location: Living in Brisbane grants easy access to some of Australia's finest attractions, such as the Sunshine Coast, Gold Coast, and Byron Bay, with each destination located within a two-hour travel distance.
- By choosing Brisbane as a study destination, students can enjoy a vibrant city with a pleasant climate, affordable living costs, suitable accommodations, a safe environment, and convenient proximity to various attractions in the region.



## **Public Transportation**

• Brisbane boasts a diverse, affordable, and dependable transport system. It offers a range of convenient options for getting around the city, including a complimentary city loop service, discounted fares for tertiary students, and late-night weekend services, making it a cost-effective mode of transportation.

Students enrolled in educational institutions in Queensland are eligible for transportation concessions and can obtain a GO card for discounted public transport fares. The transportation network in Brisbane comprises buses, trains, and ferries, and students can apply for tertiary concession fares. TransLink manages all public transport timetables and ticketing within the city, and students can plan their journeys using the TransLink website. The website provides information on available modes of transport, estimated travel times, and maps indicating where to embark and disembark to reach their desired destinations. For more detailed information, visit http://translink.com.au.

- Additionally, students can take advantage of the City Loop bus service, which allows free travel within the city area at designated stops, as well as the CityHopper ferries, which offer free services at certain ferry terminals. For those who enjoy cycling, the Brisbane CityCycle service is available, providing subscription-based bike rentals and access to numerous bike pathways.
- The campus of Vibe College is strategically situated in the heart of the CBD, making it easily accessible via public transport, including bus networks, train lines, and ferries. Taxis are also widely available throughout Australia. For those who prefer driving, there are car parking facilities, and the city provides ample bicycle facilities.
- To ensure a comfortable and resourceful environment, the college offers various amenities such as a kitchen and lounge area equipped with a fridge, microwave, water cooler, and dining table with chairs. The teaching facilities at Vibe College are top-notch, with fully furnished classrooms featuring projectors and air conditioning.
- On-campus, students have access to computing, printing, and scanning facilities, including desktop PCs connected to high-speed internet. Power points are available for recharging electronic devices. Course materials can be accessed online through a dedicated learning platform, and free Wi-Fi connectivity can be arranged through the campus reception.





#### **Entry Requirements**

To ensure the academic success of international students in Nationally Accredited Programs, Vibe College has established Entry Requirements. These requirements ensure that students possess the necessary skills and abilities to excel in their studies. It's important to note that some courses may have higher entry requirements, so specific course information should be consulted for more details. The following outlines the entry requirements for international students insteaded in studying at Vibe College.

- Age Requirement: International students must be 18 years or older at the time of application to be eligible for admission into the college programs.
- English Language Proficiency Level Requirement:
- Certificate IV, Diploma, and Advanced Diploma Level: Students must provide evidence of achieving an overall IELTS score of 6.0 bands or an equivalent score on a similar English proficiency test (such as PTE, etc.). Alternatively, students must have attained at least an Upper Intermediate Level of English and provide supporting evidence. Alternatively, students can pass Vibe College's relevant Internal English Placement Test.
- Academic Requirements:
- Certificate III Level: Students should have completed at least an Australian Year 10 or its equivalent. They must also pass Vibe College's internal Language, Literacy, and Numeracy (LLN)/English Placement test.
- Certificate IV, Diploma, and Advanced Diploma Level: Depending on the student's nationality, completion of Year 11 (equivalent to Australian Year 11) may be sufficient. However, it is recommended to check with Vibe College prior to enrollment. Additionally, students must have completed at least an Australian Year 12 equivalent qualification. They must also pass Vibe College's internal LLN/English Placement test.
- It is important to note that all documents submitted during the enrollment application at the college must be translated into English and certified as true copies of the original documents.

#### Credit Transfer / Recognition of Prior Learning (RPL)

- In order to receive a Credit Transfer, it is necessary to provide evidence of previously completed and successfully passed units of competency or qualifications. The application for Credit Transfer should include information on the completed units of competency, the duration of the course, and supporting evidence such as certificates, transcripts, or statements of attainment.
- Recognition of Prior Learning (RPL) is an assessment process that evaluates an individual's competence acquired through formal and non-formal education, as well as work-related, volunteer, or life experiences. Its purpose is to determine if the individual meets the requirements for a specific unit of study. Applications for Credit Transfer and RPL will be assessed on an individual basis, taking into consideration the specific circumstances of each applicant.



To apply for Credit Transfer and/or RPL, applicants should indicate their intention by checking the
corresponding box on their enrolment form. After enrolling, applicants can request an application form
for Credit Transfer/RPL from the Student Services department at their respective campus. For more
detailed information, please visit our website at <a href="http://vibecollege.edu.au/downloads">http://vibecollege.edu.au/downloads</a>.

# **Application Process**

- 1. Student to Apply for Chosen Course
  - Select from our range of courses in the International Prospectus or on our website and return a completed application form along with the required documents to us. Download the International Student Application Form here: <u>www.vibecollege.edu.au/downloads</u>
- 2. College Assesses and Verifies Applications
  - Once we receive your application we will assess your application against the requirements of the course and issue a conditional offer letter, which is followed by an interview with candidate if needed and financial documents verification.
- 3. Student to Review, Process and Accept
  - Review your letter of offer to ensure course fees, duration, payment plan etc. are stated correctly. Required payment of tuition fee. Return signed acceptance of offer.
- 4. College Issues eCOE
  - Electronic confirmation of enrolment (eCOE) will be issued once all the conditions are fulfilled that's mentioned in offer letter.
- 5. Student to Apply for Australian Student Visa
  - Apply for an Australian student visa.

## Planning Your Departure:

Once accepted to study at an institution and with a confirmed student visa, the next step is to plan for your arrival.

- Passport and Visa: Ensure your passport is valid for at least 6 months before your entry to Australia and have all your visa documentation ready. Keep copies of your passport in case of loss.
- Student enrolment and orientation documents: Keep your electronic Confirmation of Enrolment (eCoE) and student information pack received from your institution.
- Overseas Student Health Cover (OSHC): Arrange your health cover policy before leaving home as it is a requirement for entry to Australia.
- Travel Insurance: Consider obtaining travel insurance to cover aspects not included in OSHC, such as cancelled flights or lost documents.
- Airfares: Stay informed about the date and time of your flight. Keep your flight details along with your passport and visa in a secure place.
- Contact details: Have a list of emergency contacts, including family, embassy, accommodation, and institution details. Keep the contact details of your education agent if you have used one.
- Australian currency: It is recommended to have some Australian currency before leaving your home country, although money exchange places are available at Australian airports and in cities.
- Transport from the airport: Be prepared with the details of your transportation from the airport, whether it's public transport, a taxi, or arrangements made by your education provider. Have the time, route, and contact details ready.
- Accommodation details: Ensure you have the address, phone number, and payment confirmation (if applicable) of your accommodation.

#### Arriving in Australia

• When you arrive at an Australian airport, you will first need to go through immigration and customs clearance. If you need help finding your way around, just ask the airline staff or one of the border officials in the arrivals area. A clearance officer will check your travel document and visa, and once cleared you will be able to collect your luggage to go through customs. More information on what to expect when you arrive at the airport is available at the Department of Home Affairs website, www.homeaffairs.gov.au.



- Getting to Your Accommodation You would have already arranged for accommodation before you arrive in Australia, even it is just for the first few days. Have your accommodation address written in English ready to show the taxi or hire car, or detailed directions if you are using public transport.
- If you have arranged for Vibe College to pick you up from the airport then we will take you exactly where we have arranged for you to go to. Don't forget to call home and inform them that you have arrived.

#### Orientation

• If you have not already have been in contact with Vibe College, contact the College to ensure you attend the international student orientation. Here you will learn about Vibe College, take a tour of the campus facilities, and meet people who will also be studying with you.

#### Banking

- Australia has a range of choices when it comes to managing your money, from banks that cover the whole country to local credit unions and building societies. You can even set up a bank account before or after you arrive. Here are some quick tips on setting up your bank accounts:
  - To open an account you will need to have your Electronic Confirmation of Enrolment (eCoE), passport, Letter of Offer and other forms of identification
  - You may also need an Australian Tax File Number (TFN). You can find information about getting a TFN at the Australian Tax Office (opens in a new window) website.
  - Financial or student support officers at your university or college will be able to give you information on how to set up a bank account.
  - You can also read advice from the Australian Government's Moneysmart website: <u>https://www.moneysmart.gov.au</u>



#### **Student Visa Requirements**

• Students are required to obey the following visa conditions of student visa subclass 500

#### **Studying in Australia**

• International Full-Time students are required to study 20 hours per week and maintain. Students must maintain satisfactory course progress and attendance during their studies. Working in Australia Students can work up to a maximum of 48 hours per fortnight (period of 14 days from Monday to Sunday) when their course is session. Otherwise, full time while on holidays.

#### **Financial Capacity**

• Students must maintain up to date payment during their studies and have sufficient financial capacity to support their study and stay in Australia.

# **Overseas Health Insurance**

 Students must have and maintain health insurance, Overseas Student Health Cover (OSHC), during their stay in Australia.

#### **School Aged Dependants**

 Any school aged dependents accompanying overseas students, as part of their student visa application, to Australia are required to pay full fees if they are enrolled in either a government or nongovernment school.



# **Up-to-Date Contact Details**

• Vibe College requires students to keep us informed of any changes of their details so that they are correct and up to date in our systems. We require students to notify any changes made within 7 days that involve: contact details, residential address, passport information and emergency contact details.

# Information on Living in Australia:

- Australian Culture
  - Language English is the official language spoken in Australia, and all education in the country is conducted in English.
  - Climate Australia's large size results in diverse climatic conditions across the country.
  - Culture Australia's indigenous heritage is integral to its cultural landscape, fostering continuous connections between people and the land.
- Transportation: Australia offers reliable and affordable public transportation options, including bus networks, train lines, ferries, trams, taxis, and bicycles.
- Food: Australia boasts a wide range of culinary options, including Australian, Italian, Mexican, Asian, and Middle Eastern cuisines.
- Student Housing: International students in Australia have various housing choices, such as homestay accommodation, renting, or shared accommodation. Vibe College does not provide housing facilities but can assist students in finding accommodation through recommended providers.
- Accommodation: When studying in Australia, one of the first considerations is determining where to live. Most Australian students live off-campus, utilizing options such as homestay programs, hostels, or rental properties. Vibe College can guide students to accommodation providers, and a placement fee of AUD\$250 applies. Please provide at least 14 days' notice if you require assistance in arranging accommodation.
- Living Costs: Understanding the average living costs in Australia is important for international students. The provided costs are approximate and may vary depending on the study location in Australia.
- Accommodation Types
- Hostels and Guesthouses
  - Cost: \$90 to \$250 per week
  - Type: Hotels and discounted hotels
  - Location: Nearby and Surrounding Brisbane Suburbs
  - Recommeded stay: Short
- Homestay
- Cost: \$235 to \$325 per week
- Type: House
- Location: Nearby and Surrounding Brisbane Suburbs
- Recommeded stay: Short
- Rentals
- Cost: \$185 to \$440 per week
- Type: Shared (Apartments, Units or Houses )
- Location: Nearby and Surrounding Brisbane Suburbs
- Recommeded stay: Long
- On Campus
  - Cost: \$90 to \$280 per week
  - Type: Apartment or bedroom units
  - Location: Nearby and Surrounding Brisbane Suburbs
  - Recommeded stay: Medium

# • Other Living Expenses

- Groceries and eating out \$150 to \$300 per week
- Gas, electricity \$35 to \$140 per week
- Phone and Internet \$30 to \$70 per week
- Public transport \$15 to \$60 per week
- Car (after purchase) \$150 to \$260 per week
- Entertainment \$100 to \$180 per week



### Websites for Finding Accommodation

- www.realestate.com.au
- www.flatmates.com.au
- www.yha.com.au
- <u>www.domain.com.au</u>
- www.airbnb.com.au
- The 'Insider Guides Cost of Living Calculator' is also a useful tool to help estimate your cost of living in Australia: <u>www.insiderguides.com.au/cost-of-living-calculator</u>
- Other Information on Living in Australia Information on living and studying in Australia can be found at Study in Australia https://www.studyinaustralia.gov.au. The website provides general information on studying and living in Australia, along with events and things to do.



# Working in Australia

- Like many international students, you may get a part time or casual job to help pay your living expenses while you study in Australia. It is important that you know your rights in the workplace.
- All people working in Australia have basic rights and protections in the workplace, including minimum pay and conditions.
- The Fair Work Ombudsman makes sure that these rights are protected and enforced fairly under Australia's workplace laws. Please refer to the link below of The Fair Work fact sheet: <u>https://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-</u> workinformation-statement
- This fact sheet will help you understand your basic workplace rights, where to obtain further information, and how to seek assistance from the Fair Work Ombudsman.
- For more information, contact the Fair Work Info Telephone line on 13 13 94 Visit <u>www.fairwork.gov.au</u>

#### How to Find a Job

• Working while you study in Australia can help compliment your study and living experience. There are number of reasons you might want to undertake part time work while studying in Australia, including assisting with living expenses and gaining work experience in your study area.



- Some of the useful website for job search are:
  - www.seek.com.au
  - www.careerone.com.au
  - www.indeed.com.au



#### **Student Visa Work Rights**

- Although they are allowed to arrive in Australia up to 90 days before their course begins, students are
  not allowed to begin working until after their courses have begun. The 48 hours per fortnight limit does
  not extend to any work the student is required to undertake as a component of his or her studies or
  training. Volunteer and unpaid work, however, does count towards the 48 hours.
- If an international student works more than the Australian restrictions allow, his or her visa may be impacted. International students in Australia on a valid student visa can work for up to 48 hours per fortnight while school is in session, and there is no limit on the number of hours an international student can work during recognised school vacations. A work week in Australia is considered to be Monday through the following Sunday.

# **Finding Help and Support**

- 24-hour telephone assistance is available through:
  - Vibe College (07) 3088 6644
  - Emergency 000
  - o Lifeline 13 11 14
  - o 1800 Respect 1800 737 732
  - o MensLine Australia 1300 789 978
  - KidsHelpLine **1800 55 1800**
  - o BeyondBlue 1300 22 4636
- A further list of national support services and groups and those specific to each state and territory is available below.
  - <u>Centre Against Sexual Violence Inc.</u> 07 3808 3299
     Community-based sexual assault service dedicated to serving the sexual assault support, education and information needs of the Logan, Beenleigh and Beaudesert communities
  - <u>Link-Up Queensland</u> 1800 200 855 / 07 3638 0411
     Counselling, healing and culturally appropriate support for Indigenous Australians



o <u>Living Well</u> - **07 3028 4648** 

Counselling and support services for men who have experienced sexual abuse or sexual assault, and for their partners and loved ones

- Micah Projects 07 3029 7000
   A dedicated support service and resource centre for Forgotten Australians and Former Child Migrants
- <u>Relationships Australia QLD</u> **1300 364 277** Family and relationship counselling as well as a range of specialist counselling services

# Orientation

- Orientation is a welcome and an informative program for new students commencing their studies at Vibe College. The program consists of presentation, campus tour, enrolment and information that helps new students settle into the new study environment. Orientation is compulsory for new students and is spilt into two components of online and on campus. At the end of the orientation, students will be required to complete an online survey. Vibe College assures students that all feedback provided is treated confidentially. The orientation program typically includes:
  - A presentation that addresses the needs of international students and introduces a student life at the College and courses of study
  - Information that addresses the requirements of the National Code Standard 6.1 and the relevant standards
  - Clear and simple explanation of the most relevant policies and procedures, in particular the Course Progression Policy and Procedure with emphasis on student visa implications

# Complaints and Appeals Policy and Procedure

- Academic processes and assessment guidlines
- Support services available to students, including English language and learning support
- Introduction to various College staff and their roles
- Student identification (ID) photograph session
- Campus tour and OHS information
- Critical incident overview including emergency and health services
- Information on their employment rights and conditions as working international students
- Unique Student Identifier (USI)
  - International students studying in Australia you require a unique student identifier (USI). International students cannot apply for a USI whilst they are still overseas. International students will only be able to apply for a USI once you have entered Australia using
  - your non-Australian passport and Australian visa. A USI is required for students undertaking nationally recognised training (qualifications, accredited courses, skill sets and units of
  - competency) unless exempt. If you don't have a USI you will not receive your qualification or statement of attainment.

# **Overseas Health Insurance**

It's a requirement the student visa to have health care while studying in Australia, so students will be covered in the case of an accident. Overseas Student Health Cover (OSHC) provides students with medical care and hospital cover and is available for up to five years for monthly payments from a number of different providers. OSHC is offered by certain insurers under a Deed of Agreement with the Department of Health to provide adequate health insurance to students at a reasonable cost. Only a small number of registered health insurers offer OSHC:

- ahm OSHC <u>www.ahmoshc.com</u>
- Allianz Global Assistance <u>www.allianzassistancehealth.com.au/en/student-visa-oshc/</u>
- BUPA Australia <u>www.bupa.com.au/healthinsurance/oshc</u>
- CBHS International Health <u>www.cbhsinternationalhealth.com.au/overseas-students-oshc</u>
- Medibank Private <u>www.medibank.com.au</u>
- NIB OSHC <u>www.nib.com.au</u>
- You can find further information about OSHC by going to the following web site: <u>http://www.health.gov.au/internet/main/</u>

 ${\tt Publishing.nsf/Content/Overseas+Student+Health+Cover+FAQ-1\# insurers offer oshc}$ 



# **Student ID Cards**

• Students will be issued with a student ID card at the campus. Student ID cards are issued per course, and expires at the end of the course finish date. Please go to the reception at the campus to obtain an ID card and also when due for renewal.

## **Holidays and Sick Leave**

- Please refer to the academic calendar for your semester breaks. Students are not permitted to have additional leave unless it is for compassionate/compelling reasons and PRE-APPROVED by Vibe College.
- The request must be submitted 2 weeks prior to the leave start day, otherwise it may not be granted. A student absent from class due to medical reasons must provide a copy of a medical certificate to Vibe College from a registered medical practitioner. The student must keep the original medical certificate(s) to provide to Department of Home Affairs if required.
- Vibe College must be informed of extended periods of sick leave to reduce the likelihood that absences will be notified to Department of Home Affairs.
- International Students will be granted additional leave for compassionate or compelling reasons only (i.e. serious illness or urgent family matters involving the immediate family). Supporting documents attached to a completed Leave Application Form must be submitted to Student Services.
- Three working days must be allowed for processing and if the application is NOT approved, you will be marked absent if you take leave. Refer to Vibe College's Policy on Deferring Suspending or Cancelling Student's Enrolment Policy and Procedure as well as your Student Visa Obligations.

# Class Schedule, Mode of Study and Assessment

The classes may be scheduled oncampus on any days of the week between Monday to Friday over a maximum of five days a week. The lectures may be scheduled any time between 8.30am and 5.00pm. Session timetables will be provided students at orientation. to Timetables may change without notice. Holiday breaks and intake dates are six week per term with breaks in-between. Please refer to the website to view the academic calendar:

https://www.vibecollege.edu.au



On campus students may experience a combination of lecturers, group discussions, case studies, class excursions, research

• projects, practical demonstrations and if applicable, vocational placement. Please refer to the student handbook and course information for more details on the mode of study, and methods of assessment.

#### **Indicative Course**

Related Fees Additional Administrative Fees On addition to the enrolment and tuition fees, the following administrative fees and charges apply:

Description	Form Type/Contact Office	Amount \$ AUD
Application Fee (non-refundable)	Application Form/Online	\$250
Interim Transcript	Online Request Form	1 <sup>st</sup> copy free. Thereafter: \$50
Student ID Card	Reception	1 <sup>st</sup> copy free. Thereafter: \$20
Change of Commencement	<b>Enrolment Variation Form</b>	\$250 or Free to the applicants due
date/deferral of the course		to delayed visa processing, and
		caused by serious medical illness
Change of Course	<b>Enrolment Variation Form</b>	\$250
<b>RPL</b> application and information	<b>RPL/Credit Transfer Application</b>	\$250 Admission Fee
collection	Form	



Credit transfer	RPL/Credit Transfer Application Form	\$250 admission fee
RPL qualification review fee	Written Application	60% of Course Fee
Early Termination request	Enrolment Variation Form	No Additional
Qualification and final transcript	Online Request Form	1 <sup>st</sup> copy free. Thereafter: \$100
Statement of Attainment	Online Request Form	1 <sup>st</sup> copy free. Thereafter: \$100
Express Service for certificates	Reception	\$25 for the next day
(within Australia only, otherwise		\$50 same day
international fees apply)		Extra \$20 for the express post
Refund Attraction Fee	Tuition Fee Refund Application	\$250
Plagiarism and re-submission fee	Accounts	\$100
Re-sit Practical Assessment	Reception	\$600 Per Unit required
Re-enrolment	Reception	\$600 Per Unit
Late Submission Fee	Accounts	\$100
Appeal of assessment/re- assessment	Reception	No charges
Printing and photocopy	Reception	20 cents per page
Leave request	Enrolment Variation Form	\$150 unless special circumstances
Late payment of fees	Accounts	\$50 per week
Replacement of textbook and/or	Written Application	As Applicable
learning materials		
Accommodation Placement Fee	Admission team	\$250
Airport Pickup	Admission team	\$250
No Show Up during Orientation	Admission team	\$185

Note: All administrative charges are subject to change and reviewed annually. Material fees will vary according to the course being undertaken and covers the cost of materials and other incidentals.

#### Legislation, Regulations and Codes

- In Australia, only Registered Training Organisations (RTOs) can issue nationally recognised qualifications.
- Our RTO provider code is 31652. Vibe College also provides training to overseas students and is registered with the Commonwealth Register of Institutions and Courses for Overseas Students.
- Our CRICOS Code is 03500M. As an RTO and a provider of training to overseas students, Vibe



College is required to adhere to legislation designed to uphold the integrity of nationally recognised qualifications.

- Students need to be aware that all actions required under the applicable legislation, regulations and codes are not subject to the discretion of the College and are required by law. You can find our more information about the legislation and Regulations that underpin Vibe College practices at the following websites: Education Services for Overseas Students Act (ESOS Act) 2000 <a href="https://internationaleducation.gov.au/RegulatoryInformation/Education-Services-for-Overseas-StudentsESOS-Legislative-Framework/ESOS-Regulations/Pages/default.aspx">https://internationaleducation.gov.au/Regulators/Pages/default.aspx</a>
- The National Code of Practice for Registration Authorities and Providers of Education and Training to
   Overseas Students 2018 (the National Code)
   https://internationaleducation.gov.au/RegulatoryInformation/Pages/National-Code-2018-Factsheets .aspx The Tuition Protection Service (TPS) <a href="https://tps.gov.au/StaticContent/Get/StudentInformation">https://tps.gov.au/StaticContent/Get/StudentInformation</a>



and https://aei.gov.au/Regulatory-Information/Pages/Information-for-Students.aspx.

- The Australian Skills Quality Authority (ASQA) <u>https://www.asqa.gov.au/</u>
- Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS)
   <u>https://www.studyinaustralia.gov.au/</u>
- National Vocational Education and Training Regulator Act 2011
   <a href="https://www.legislation.gov.au/Details/C2011A00012">https://www.legislation.gov.au/Details/C2011A00012</a>
- The Australian Government is committed to ensuring international students have an excellent education experience in Australia.
- Please view the fact sheet below containing important information about their rights and responsibilities while studying in Australia <u>https://www.studyaustralia.gov.au/english/live/student-</u> <u>support/legal-rights-and-</u>

protections#:~:text=As%20an%20international%20student%2C%20you,regular%20formal%20quality% 20assurance%20audits.



