

Student Fees Policy

Version 1 – Reconfirmed 8 September 2024

Purpose:

This policy sets out the principles for setting, charging and refunding student fees.

	Responsible
1 Student fees	
1.1 The University will set, publish and charge tuition and incidental fees in a transparent manner, compliant with legislation, and responsive as appropriate to varying student cohorts.	Deputy Vice-Chancellor (Student Services and Operations)
1.2 Students will pay all fees by the specified due date or defer their fees to an eligible loan scheme prior to the census date. Non-payment of fees may result in sanctions or cancellation of enrolment.	Deputy Vice-Chancellor (Student Services and Operations)
1.3 University decisions regarding fees, and sanctions or cancellation of enrolment resulting from their non-payment may be reviewed on grounds that will be determined and published by the University.	Deputy Vice-Chancellor (Student Services and Operations)
2 Student Services and Amenities Fees	
2.1 The University will set an annual compulsory Student Services and Amenities Fee within prescribed limits and determine the categories of enrolled students required to pay it. Non-payment of the fee may incur sanctions.	Deputy Vice-Chancellor (Student Services and Operations)
2.2 The annual allocation, reporting and acquittal of Student Services and Amenities Fee revenue will be transparent to students who will have an opportunity to participate in allocation decision-making.	Deputy Vice-Chancellor (Academic)
3 Refund of fees and remission of debt	
3.1 The University will provide accessible and transparent information to students detailing the circumstances under which fees will be refunded.	Deputy Vice-Chancellor (Student Services and Operations)
3.2 Applications from Commonwealth-supported and full fee-paying domestic students for the remission of debt will be assessed consistent with relevant legislation.	Deputy Vice-Chancellor (Student Services and Operations)
4 Student loans	
4.1 The University will have an open and transparent framework for administering overseas student loans through OS-HELP to eligible Commonwealth-supported students who wish to undertake part of their study overseas.	Deputy Vice- Chancellor (Student Services and Operations)

Definitions and acronyms: [census date](#) | [Commonwealth Supported Places \(CSP\)](#) | [Student Services and Amenities Fee \(SSAF\)](#) | [tuition fee](#) | [Overseas Study-Higher Education Loan Program \(OS-HELP\)](#) |

8 September 2024 *Once printed this is an uncontrolled document:* [Version history](#)

All University community members must comply with all relevant laws and regulations, University By-Laws, ordinances, policies and procedures.