



# ***CEG – Training Partnerships***

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## **CEG – Training Partnerships Fees and Charges**

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**RTO CODE: 40138**

\*\* Please note all charges are per person unless otherwise indicated \*\*

<b>Full Qualification</b>	All full fee-for-service qualifications will incur a non-refundable first payment instalment of \$500.00
<b>Fee for Service</b>	Payment required prior to course commencement
<b>Scheduled Courses</b>	First paid, first confirmed. Theory and standard assessment only. Additional assessments extra.
<b>RPL</b>	50% of total course cost
<b>VOC</b>	\$200.00 - Max 8 for 8 hours/4 for 4 hours
<b>Day Rate</b>	\$1,650.00
<b>VIP Day Rate</b>	\$1,450.00
<b>Parchment Re-issue</b>	\$50.00
<b>Certificate Reprints</b>	\$20.00
<b>Replacement Cards</b>	\$20.00
<b>Prices below include Training and Assessment. Surcharge applies for training outside existing locations</b>	

Months	Certificate/Level	Initial Invoice (non-refundable, upon enrolment)	Total Fees
36	AMP30815 Certificate III in Meat Processing (Retail Butcher)	\$500.00	<b>\$9,500.00</b>
12	BSB30115 Certificate III in Business	\$500.00	<b>\$3,000.00</b>
18	BSB30415 Certificate III in Business Administration	\$500.00	<b>\$3,000.00</b>
18	BSB30719 Certificate III in Work Health and Safety - Online	\$500.00	<b>\$2,000.00</b>
24	BSB42015 Certificate IV in Leadership and Management	\$500.00	<b>\$3,000.00</b>
12	CHC33015 Certificate III in Individual Support	\$500.00	<b>\$3,500.00</b>
12	RII20115 Certificate II in Resources and Infrastructure Work Preparation	\$500.00	<b>\$2,900.00</b>
12	RII20215 Certificate II in Surface Extraction Operations	\$500.00	<b>\$2,400.00</b>
18	RII20715 Certificate II in Civil Construction	\$500.00	<b>\$6,700.00</b>
24	RII30115 Certificate III in Surface Extraction Operations	\$500.00	<b>\$5,400.00</b>
6	SIT10216 Certificate I in Hospitality	\$500.00	<b>\$800.00</b>
12	SIT20316 Certificate II in Hospitality	\$500.00	<b>\$2,000.00</b>
12	SIT20416 Certificate II in Kitchen Operations	\$500.00	<b>\$2,300.00</b>
24	SIT30616 Certificate III in Hospitality	\$500.00	<b>\$3,000.00</b>
36	SIT30816 Certificate III in Commercial Cookery		<b>See page 3</b>

**Qualifications currently available under WorkReady funding\***

Qualification/Course Code	Qualification/Course Name	Conditions	Total Cost (Gap Fee)*
AMP30815	Certificate III in Meat Processing (Retail Butcher)	Training Contracts Only	\$200.00 per year @ 3 years = \$600.00
BSB30115	Certificate III in Business	Training Contracts Only *50 places available	\$500.00
BSB30415	Certificate III in Business Administration	Training Contracts Only *40 places available	\$500.00
BSB42015	Certificate IV in Leadership and Management	Training Contracts Only *50 places available	\$500.00
CHC33015	Certificate III in Individual Support	Training Guarantee for SACE students (TGSS) and Training Contracts	\$500.00
RII20215	Certificate II in Surface Extraction Operations	Training Contracts Only	\$500.00
RII20715	Certificate II in Civil Construction	Training Contracts Only	\$500.00
RII30115	Certificate III in Surface Extraction Operations	Training Contracts Only	\$500.00 per year @ 2 years = \$1,000.00
SIT20316	Certificate II in Hospitality	Training Guarantee for SACE students (TGSS) Only	\$145.00
SIT20416	Certificate II in Kitchen Operations	Training Guarantee for SACE students (TGSS) and Training Contracts	\$230.00
SIT30616	Certificate III in Hospitality	Training Contracts Only	\$500.00 per year @ 2 years = \$1,000.00
SIT30816	Certificate III in Commercial Cookery	Training Contracts Only	\$500.00 per year @ 3 years = \$1,500.00
HLTINFCOV001	Comply with Infection Prevention and Control Policies and Procedures	Training Contracts Only	\$15.00 per person

\*Eligibility criteria applies. Visit <http://www.skills.sa.gov.au> for more information. Concession may be available upon application

**\* PRICES MAY VARY PER LOCATION \***

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**SIT30816 Certificate III in Commercial Cookery  
Block Release Prices**

Stage	Block	Units	Total Cost
One	One	SITHCCC005 Prepare dishes using basic methods of cookery SITXFSA001 Use hygienic practices for food safety SITHCCC001 Use food preparation equipment	\$954.50
	Two	SITHCCC006 Prepare appetisers and salads SITXFSA002 Participate in safe food handling practices SITXINV002 Maintain the quality of perishable items	\$600.67
	Three	SITHCCC008 Prepare vegetable, fruit, eggs and farinaceous dishes SITXWHS001 Participate in safe work practices BSBWOR203 Work effectively with others	\$697.47
	Four	SITHCCC007 Prepare stocks, sauces and soups SITHKOP001 Clean kitchen premises and equipment BSBSUS201 Participate in environmentally sustainable work practices	\$614.49
Two	One	SITHCCC012 Prepare poultry dishes SITHKOP002 Plan and cost basic menus	\$362.19
	Two	SITHCCC013 Prepare seafood dishes SITHKOP002 Plan and cost basic menus	\$424.13
	Three	SITHCCC014 Prepare meat dishes SITHKOP002 Plan and cost basic menus	\$671.91
	Four	SITHCCC018 Prepare food to meet special dietary requirements	\$929.15
	Five	SITHCCC019 Produce cakes, pastries and breads	\$438.42
Three	One	SITHPAT006 Produce desserts SITHCCC020 Work effectively as a cook SITXHRM001 Coach others in job skills	\$500.00 payable on enrolment (non-refundable)
	Two	SITHASC001 Prepare dishes using basic methods of Asian cookery SITHASC002 Prepare Asian appetisers and snacks SITHASC005 Prepare Asian salads SITHASC006 Prepare Asian rice and noodles	
<b>Total</b>			<b>\$9,939.13</b>

\*\*\*Total cost of the qualification is less than the sum of the stages as SITHKOP002 is run over 3 blocks

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Course Name	Unit Code/Name	No. of Days	No. of Students	Price per student	Price per student (CITB Member)
Backhoe	RIIMPO319E Conduct Backhoe/Loader Operations	3 Days	Max 12	\$1,550.00	Not Applicable
Barista	SITHFAB005 Prepare and serve espresso coffee SITXFSA001 Use hygienic practices for food safety	2 Days	Max 12	\$350.00	Not Applicable
Conduct Lifting Operations	RIIHAN203D Conduct Lifting Operations	1 Day	Max 14	\$200.00	Not Applicable
Confined Space (No BA)	RIIWHS202D Enter and Work in Confined Spaces	1 Day	Max 8	\$280.00	\$120.00
Confined Space Combination	RIIWHS202D Enter and Work in Confined Spaces MSMPER200 Work in Accordance With an Issued Permit MSMWHS217 Gas Test Atmospheres MSMPER202 Observe Permit Work	1 Day	Max 8	\$380.00	Not Applicable
CPR	HLTAID001 Provide Cardiopulmonary Resuscitation	4 Hours	Max 12	\$60.00	Not Applicable
Crane - Non-Slewing CN	TLILIC0008 Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity) <i>Pre-requisite: CPCCLDG3001A Licence to Perform Dogging</i>	5 Days	Max 6	\$1,395.00	\$195.00
C1 Crane	TLILIC0014 Licence to operate a slewing mobile crane (up to 100 tonnes) <i>Pre-requisite: CPCCLDG3001A Licence to Perform Dogging and TLILIC0013 Licence to operate a slewing mobile crane (up to 60 tonnes)</i>	5 Days	Max 6	\$2,250.00	\$1,050.00
C2 Crane	TLILIC0010 Licence to operate a slewing mobile crane (up to 20 tonnes) <i>Pre-requisite: CPCCLDG3001A Licence to Perform Dogging</i>	5 Days	Max 6	\$1,900.00	\$900.00
C6 Crane	TLILIC0013 Licence to operate a slewing mobile crane (up to 60 tonnes) <i>Pre-requisite: CPCCLDG3001A Licence to Perform Dogging</i>	5 Days	Max 6	\$1,945.00	\$845.00
Dogging DG	CPCCLDG3001A Licence to Perform Dogging	5 Days	Max 6	\$1,700.00	\$700.00
EWP (Over 11 metres)	TLILIC0005 Licence to Operate a Boom-Type Elevating Work Platform (Boom Length 11 Metres or More)	3 Days	Max 12	\$680.00	\$420.00
		2 Days	Max 6		
EWP (Under 11 metres)	RIIHAN301E Operate Elevating Work Platform	1 Days	Max 8	\$280.00	\$80.00
Excavator	RIIMPO301E Conduct Hydraulic Excavator Operations	4 Days	Max 12	\$1,350.00	Not Applicable
First Aid	HLTAID003 Provide First Aid HLTAID002 Provide basic emergency life support HLTAID001 Provide Cardiopulmonary Resuscitation	1 Day	Max 20	\$170.00	Not Applicable
Forklift	TLILIC0003 Licence to Operate a Forklift Truck	3 Days	Max 12	\$400.00	\$370.00
		2 Days	Max 6		
Gaming – Advanced	GAM002A Advanced Gaming Services <i>Non-accredited course</i>	1 Day	Max 12	\$150.00	Not Applicable

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Course Name	Unit Code/Name	No. of Days	No. of Students	Price per student	Price per student (CITB Member)
Gaming - Basic	SITHGAM001 Provide Responsible Gambling Services SITHGAM002 Attend Gaming Machines	2 Days	Max 12	\$300.00	Not Applicable
Loader	RIIMPO304E Conduct Wheel loader operations	3 Days	Max 12	\$1,350.00	Not Applicable
LVR	HLTAID001 Provide Cardiopulmonary Resuscitation UETDRRF06 Perform Rescue from a Live LV Panel	4 Hours	Max 14	\$150.00	Not Applicable
Manual Handling	TLID1001 Shift Materials Safely Using Manual Handling Methods	4 Hours	Max 20	\$150.00	Not Applicable
Rigging RB	CPCCLRG3001A Licence to Perform Rigging Basic Level <i>Pre-requisite: CPCCLDG3001A Licence to Perform Dogging</i>	5 Days	Max 6	\$1,500.00	\$300.00
RSA	SITHFAB002 Provide Responsible Service of Alcohol	5 Hours	Max 20	\$110.00	Not Applicable
Safe Food Handling	SITXFSA001 Use Hygienic Practices for Food Safety	4 Hours	Max 20	\$150.00	Not Applicable
Skid Steer	RIIMPO335E Conduct Skid Steer Loader Operations Without Attachments	3 Days	Max 12	\$1,350.00	Not Applicable
Standby Person Skillset	MSMPER200 Work in Accordance with an Issued Permit MSMPER202 Observe Permit Work MSMWHS217 Gas Test Atmospheres <i>Pre-requisite: RIIWHS202D Enter and Work in Confined Spaces</i>	1 ½ Days	Max 14	\$250.00	Not Applicable
Tele-handler	RIIHAN309F Conduct Telescopic Materials Handler Operations <i>2 attachments</i> <i>Pre-requisite: TLILIC0003 Licence to Operate a Forklift Truck</i>	2 Days	Max 8	\$500.00	Not Applicable
Tool Carrier	RIIHAN311F Conduct Operations with Integrated Tool Carrier	2 Days	Max 12	\$1,100.00	Not Applicable
White Card	CPCCWHS1001 Prepare to Work Safely in the Construction Industry	6 hours	Max 20	\$150.00	Not Applicable
Working at Heights	RIIWHS204D Work Safely at Heights	1 Day	Max 8	\$250.00	\$120.00
Work Zone Traffic Management	RIIWHS205D Control Traffic with Stop/Slow Bat RIIWHS302D Implement Traffic Management Plan	2 Days	Max 14	\$390.00	\$330.00
Work Zone Traffic Management (Refresher)	RIIWHS205D Control Traffic with Stop/Slow Bat RIIWHS302D Implement Traffic Management Plan	1 Day	Max 12	\$280.00	Not Applicable

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# TERMS AND CONDITIONS

## FEES

The fees for scheduled courses include:

- Training and Assessment
- Paperwork
- Course Manuals including Student's Learner Guide

**All fees include a non-refundable amount of \$500.00 applicable upon enrolment.**

## WORKREADY FUNDING

Where a student is enrolling in a Certificate III or above qualification and eligible for WorkReady funding they will be charged a gap fee per year of training; a Fee Payment Agreement is required for invoicing of these fees. This first fee is paid upon enrolment and is **non-refundable**. Eligibility for WorkReady funding can be checked here: <http://www.skills.sa.gov.au/training-learning/check-your-eligibility>

## CONSTRUCTION INDUSTRY TRAINING BOARD (CITB) FUNDING

To apply for CITB funding, students must provide their CITB number to prove current membership with CITB. This number must be provided prior to the start date of training to apply for discounted training. Eligibility for CITB membership can be found here: <http://www.citb.org.au/FundingSupport/AmIeligible.aspx>

## WHERE TRAINING OCCURS AT CUSTOMERS' PREMISES THE FOLLOWING CONDITIONS APPLY:

- Fees are as per the quote provided.
- Trainer accommodation & travel expenses required to provide services in regional areas are always additional to the course fee.
- Any "out of hours" training will be subject to a 15% surcharge in addition to the normal training fee. (Out of hours refers to weekdays after 5 PM/ evening courses/ weekend courses/ Public Holidays).
- Training course prices are GST exempt.
- Charges will apply to minimum numbers quoted.

## CONFIRMATION OF BOOKING

- All pricings are in Australian dollars (AUD).
- Course spaces are booked on a first-come first-served basis.
- Course payments **MUST** be received at the time of booking or within 5 days prior to the start date of the course, otherwise bookings cannot be guaranteed.
- If you are booking into a course that is to be held within the next 5 (five) working days, payment **MUST** be received within 24 hours of booking.
- Where a Work Place Purchase Order (with ABN) is received, an invoice will be sent whereby payment is required strictly within 14 days.

## RPL CHARGE FEES

RPL will be 50% of the schedule fees for each module. The student must be given the performance criteria and a self-assessment guide prior to the RPL assessment. If the student does not meet the performance criteria they will then need to pay for the additional training.

## CONSULTANCY FEES

The hourly rate for services such as Training Needs Analysis, customer training customisation, standalone assessment and general consultancy is \$120 per hour, plus all oncost travel accommodation at cost recovery plus 10% administration service fee.

## REPLACEMENT CERTIFICATE FEES

Students or employers who require a replacement certificate will attract an administration charge of \$20.

## AUSPICE AGREEMENTS FEES

These agreements will be costed at 20% of the RTO standard fees if the partner supplies their own resources. Resources will be supplied at cost plus 30% and plus postage and handling.

## PROJECT MANAGEMENT FEES

PM is defined as the service supplied to coordinate third party training providers that the RTO does not deliver the training. The fee will be 20% of training up to \$10k then plus 10% dollar value over \$10k.

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## **RE-ASSESSMENT FEES**

When a re-assessment is required a set fee of \$200 will apply, plus any oncost if required of hiring equipment.

## **CANCELLATION CONDITIONS**

### *Full Certificate/Qualification training*

Where a student/employer cancels the training prior to attending any training, they will still be sent an invoice for \$500.00 for the non-refundable 1<sup>st</sup> payment instalment.

### *Short or Day Courses with minimum/maximum student numbers*

Cancellation for a course must be within 24 hours of the course commencing, if cancellation is not done within 24 hour notice period, the client will be charged as attending the training, and if pre-paid no refunds will be made.

CEG – Training Partnerships reserves the right to cancel or amend a course; we will endeavour to give as much notice as possible to affected students. In the event that we need to cancel a course we will offer another mutually convenient time, or a full refund of the course fee.

CEG – Training Partnerships will not be held liable for any losses experienced by the customer arising from such cancellation(s).

A minimum number of participants is required to conduct some training courses.

## **TRANSFERS**

Transfers can be made up to 2 days prior to the course date without incurring any penalty fees. Substitutions can be made at any time should the nominated person be unable to attend. Any non-attendees will be liable for the full course fee.

## **REFUNDS**

Employers may apply for a refund upon cancellation from a course. In the case of a request for refund, administration fees and payment for training undertaken will be taken from the fee prior to refunding it to the employer. Refund applications must be in writing and within 4 weeks of withdrawal from a course.

*If outside cancellation and refund application timeline no refunds will be applicable.*

## **LATE STUDENTS**

*Short courses are run over a short period and the tardiness of students will affect the time that courses are run. Short courses start at 7:45am for an 8:00am start (unless otherwise specified) and students that arrive after 8:15am (or 15 minutes after the start time) will not be permitted into the classroom and will have to defer their training. Refunds will not be applicable in this instance.*

## **REQUEST FOR EXTENSION**

CEG – Training Partnerships understands there may be special circumstances for wanting to extend the duration of your studies.

Students who wish to request an extension must complete a Request for Enrolment Extension Form. If the reason for extension request is deemed frivolous or vexatious then this may be denied.

## **NO DISADVANTAGE RULE**

CEG – Training Partnerships will consider fees adjustment due to the individual person's ability to service fees. An application in writing needs to be sent to the Training Manger before adjustments can be considered for approval.

## **ACCESS TO TRAINING RECORDS**

All students are entitled to access to their records, upon written request to the Administration Manager at CEG – Training Partnerships Head Office

Where Statements of Attainment/Certificates and/or tickets have been lost or mislaid, a replacement can be provided with an administration fee of \$20 for Statements of Attainment/Certificate and \$20 for a competency card/ticket.

## **ELIGIBILITY**

- Some licensing courses have a minimum age requirement of 18 years
- SafeWork SA High Risk work licences incur a \$83.50 fee from SafeWork SA in order to obtain a High Risk Licence. Where the unit being training in is an addition to a student's High Risk licence, SafeWork SA will charge only \$45.20. This is an additional cost to the training and not included in the fees above.
- For any other courses where participants are under 18 years of age, a parent or guardian is required to countersign your application. This must be done prior to attendance at your nominated course.

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All materials, resources, forms and associated documentation that prospective and enrolled participants may come across in their dealings with CEG – Training Partnerships remain the property of CEG – Training Partnerships and no unauthorised access and/or copying etc will be tolerated.

***For more information on student fees, Terms and Conditions please feel free to contact the Training Manager for your area.***

<b>* P R I C E S M A Y V A R Y P E R L O C A T I O N *</b>			
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