

**AAPOLY UPDATED GENERAL FEES & CHARGES TO TAKE INTO EFFECT ON 27 August 2018**

ITEMS	FEES (AUD)	DETAILS
<b>1) General Fees</b>		
a.	Administration Fee	\$200 / course Capped at \$300 for two or more courses
b.	Access Card Deposit	\$100 Refundable at the end of course, card is returned without damage
c.	Locker Key Deposit (for Swanston Street Campus)	\$100 Refundable upon the return of the key(s)
d.	Overseas Student Health Cover (2018)	\$544 a year (Single) \$1,720 a year (Dual Family) \$2,508 a year (Multi Family) Subject to change by OSHC provider
e.	Withdrawal Administration Fee	\$250
f.	Material Fees	\$50 / term (VET programs) \$100 / semester (AAPoly Higher Ed. Programs) Other material fees may be charged for specific courses, refer to Letter of Offer
g.	Print Credits	Minimum \$5 Required for printing from computers at AAPoly, excludes photocopy
h.	Testamur or Official Academic transcript / Statement of Attainment (incl. replacement copy)	\$50 / document The issuance of final documents at the end of term/semester upon course completion is free of charge
i.	Recognition of Prior Learning (RPL)	\$50 / hour Cap at 50% of total course fees
j.	Supplementary Reassessment (VET courses)	j. 1. \$100 per written assessment (eg. Exam, Test or Business plan) j.2. \$200 per Practical assessment ( eg. cookery assessment, presentation)
<b>2) Student Initiated Changes</b>		
a.	Change of Course	\$100 per change Excludes AAPoly initiated changes
b.	eCOE Extension	\$100 per change Excludes approved leave. If course change is initiated by student, this fee is covered by Change of Course fee.
c.	Change of teaching locations (Higher Education programs)	\$150 per change Campus changes between Melbourne and Sydney
<b>3) Late Payment Charges</b>		
a.	Late Payment Fee	\$10 per working day cumulative Calculated from date of when payment is first due and is cumulative. e.g 1 working day late = \$10 5 working days late = \$50 10 working days late = \$100
b.	Late Enrolment Fee	\$100 An enrolment is considered to be late if initiated after the Friday of Week 1 for all programs (except FedUni programs. For FedUni programs, where different criteria is applied)