

Schedule of Fees and Charges

High Voltage Training Solutions is a Registered Training Organisation and operates in accordance with applicable legislation and the Standards for Registered Training Organisations (RTOs) 2025. High Voltage Training Solutions is entitled to charge fees for services provided to students undertaking a course of study. These fees are for items such as course materials, administrative support, student services, and training and assessment services. We review our fees schedule regularly.

When and how do I pay?

Courses above \$1500.00

A deposit of \$1000.00 is required at the time of enrolment. The remainder of the payment will be required at the commencement of training.

Courses below \$1500.00

For individual students – Fees are payable when you receive notification of enrolment.

Companies enrolling on a student's behalf - A purchase order or a deposit must be received prior to commencing training. High Voltage Training Solutions may cancel an enrolment or discontinue training if fees are not paid as required.

Payment methods include direct deposit, cash, or credit card. Payment details are included on the booking form.

Can I get a refund?

Yes – Students, who provide notice of cancellation **10 business days** or more prior to the commencement of a course, will be entitled to a full refund of all fees paid. A full refund will also be provided where a student enrolls within the 10 business days of the course commencement date and subsequently cancels their enrolment before the course commences.

Students / Employers who cancel their enrolment less than nine (9) business days prior to the commencement of a course will be entitled to a 75% refund of the fees paid.

Students or Employers who cancel an enrolment on the day a training course commences, or after the course has commenced, are not entitled to a refund and will be liable for 100% of the enrolment fees. The RTO Director may, at their discretion approve a refund or fee waiver in cases of extenuating or significant personal circumstances that have resulted in the students withdrawal from the course.

How do I get a refund?

To obtain a refund you are required to give written notice to cancel your enrolment and complete a Refund Request Form. Written notice may be in the form of an email or letter. Where refunds are approved, the refund payment will be paid via electronic funds transfer using the authorised bank account nominated by you. This payment will be made within 14 days from the time you gave written notice to cancel your enrolment.

Are my fees protected in case I need a refund?

Yes - High Voltage Training Solutions has a responsibility to protect the fees paid by students. To meet this need, High Voltage Training Solutions will only accept an initial payment of no more than \$1,000 from each student / employer prior to the commencement of their course. The subsequent payments are based on the costs of your training and assessment which is yet to be delivered.

Do I pay GST in my tuition fees?

No – Training tuition fees are GST exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for 'professional or trade course' is a GST-free education course. GST does apply on the payment of some miscellaneous charges.

Changes to terms and conditions

High Voltage Training Solutions reserves the right to amend the conditions of the student's enrolment at any time. If amendments are made that effect the student's enrolment the student will be informed 28 days prior to changes taking effect.

If for any reason High Voltage Training Solutions is unable to fulfil its service agreement with a student, High Voltage Training Solutions must refund the student's proportion of fees paid for services not delivered.

Payment Terms

All accounts are to be settled within **30 days** from the date of the invoice. Payments should be made in full by the due date to ensure the continued provision of services.

Please refer to the Student Handbook for further information on all student rights and obligations

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Training Programs

High Voltage Operating Course	\$3,430.00
<ul style="list-style-type: none"> - Deposit - Enrolment confirmation: \$1,000.00 this is required if a Purchase Order is not presented - Balance at commencement of course: \$2,430.00 	
High Voltage Refresher Course	\$ 751.00
<ul style="list-style-type: none"> - Balance at commencement of course: \$751.00 	
Low Voltage Rescue Release and CPR Course	\$ 185.00
<ul style="list-style-type: none"> - Balance at commencement of course: \$185.00 	

Additional Costs

Certificate Re-issue	\$50.00 + GST
<p>This fee is applicable where a certificate has previously been issued and distributed. Payment is required by debit/credit card prior to release of certificate.</p>	

Note:

- These training tuition fees are exempt from the payment of GST. No GST included.
- High Voltage Training Solutions payment terms for Purchase Orders are 30 days from end of month that the invoice was issued.
- When using a debit/credit card or making a direct deposit, our High Voltage Operating Course requires a \$1000.00 deposit which is to be paid at the time of booking. All course fees must be finalised on the day of course commencement.