

# ***Managing Course Discontinuance - VET Student Loans (VSL) Policy***

**Date Approved:** 16 March 2023  
**Implementation Owner:** Student Services Managers, Academic Managers  
**Maintenance Owner:** Executive General Manager,  
Group Quality, Accreditation & Compliance

# Section 1

## 1. Purpose

NextEd seeks to provide a clear guidance to address the occurrence of a course being discontinued either by an NextEd education provider or when an NextEd education provider replaces another RTO who has discontinued a course.

## 2. Scope

This policy applies to:

- i) All students (domestic and international) of AIT
- ii) All staff of AIT including employees and contractors;
- iii) All courses delivered by AIT including those delivered on its behalf by education providers with whom there is a licensing arrangement. If there are any discrepancies between an affiliate's policy and these, the AIT policy will apply.

Academy of Interactive Technology Pty Ltd (also trading as Coder Academy and Work Ready Education)  
RTO: 90511, Registered Higher Education Provider PRV12005, CRICOS: 02155J

# Section 2 - Policy

## 1. Managing Course Discontinuance – VET Student Loans (VSL)

- a) In accordance with the VET Student Loans Rules section 91 where an approved VSL course is discontinued by any NextEd VET education provider (iCVEP), all current enrolled students will be notified in writing within 2 days of this decision.
- b) A meeting will be held with all affected students and the Tuition Assurance scheme operator within 7 business days of notification the iCVEP will meet with affected students within 7 business days from notification. This meeting will take place at the primary delivery site for the course.
- c) The iCVEP will update its website as soon as practicable reflecting that the course is no longer offered, and enrolments are not being accepted. Tuition assurance information will be included.
- d) Further to this, the iCVEP will advise the Tuition Assurance scheme operator in accordance with sections 52 and 53 of the VSL rules. As soon as practicable after receiving notice from the Tuition Assurance scheme operator the iCVEP in accordance with section 73 of the VSL rules will re-credit the students FEE-HELP balance.

## 2. Providing Training and Assessment Services as a Replacement Course Provider - VET Student Loans (VSL)

In the instance that AIT provides training and assessment services as a replacement provider in accordance with section 92 of the VSL rules AIT will grant course credits for parts of the original course successfully completed by the student, as evidenced by a Statement of Attainment. AIT will not charge tuition fees for a replacement component of the replacement course.

## 3. Publication

This policy is published on each relevant education provider's website and LMS to ensure students have up-to-date and accurate information publicly available to them.

# Section 3

## Modification History

<b>VERSION</b>	<b>DATE</b>	<b>APPROVED</b>	<b>NATURE OF CHANGE</b>
V1.0	01 July 2017	Group Manager, Group Accreditation & Compliance	Development of Group Policy
V2.0	30 August 2022	Executive General Manager, Group Quality, Accreditation & Compliance	Reformat to Group template
V2.1	16 March 2023	Executive General Manager, Group Quality, Accreditation & Compliance	AIT name change and new template