

MINISTERIAL ORDER NO. 819

EDUCATION AND TRAINING REFORM ACT 2006

FEES FOR OVERSEAS STUDENTS IN GOVERNMENT SCHOOLS

*(Version incorporating amendments made by Ministerial Order 1042 made under the **Education and Training Reform Act 2006** as at 1 January 2018)*

The Minister for Education, under the powers contained in sections 2.2.9 and 5.10.4 of the **Education and Training Reform Act 2006**, makes the following Order:

PART 1 — PRELIMINARY

1. Title

This Order may be cited as Ministerial Order No. 819 – Fees for Overseas Students in Government Schools.

2. Purposes

This Order specifies —

- (a) the fees to be paid by or on behalf of Overseas Students to be enrolled or seeking to be enrolled at a Government School for the instruction and education and related services provided to the Overseas Student by the school and the Department;
- (b) how the fees are to be distributed between the Secretary and the Government School; and
- (c) the way in which Government Schools are to make arrangements for student accommodation.

3. Operation of Order

This Order takes effect on the day that it is published in the Government Gazette.

4. Application

- (1) This Order applies to Overseas Students enrolled at Government Schools or seeking enrolment at Government Schools.
- (2) The fees specified in this Order are payable by an Overseas Student or by his or her parent, legal guardian or other person or body acting on behalf of an Overseas Student.
- (3) This Order applies to all Overseas Students continuing or commencing study on or after the day this Order takes effect.

- (4) Ministerial Order No. 704 and Ministerial Order No. 770 made under sections 2.2.9 and 5.10.4 of the **Education and Training Reform Act 2006** on 13 November 2013 and 29 October 2014 respectively are **revoked**. This revocation does not affect a right, liability, or privilege accrued or incurred under those Orders.

5. Definitions

In this Order –

commencement means the course commencement date as specified in the confirmation of enrolment issued by the registered provider to intending Overseas Students;

Note

The confirmation of enrolment must accompany an application for a student visa, confirming the Overseas Student's eligibility to enrol in the particular course of the registered provider, in accordance with the requirements of the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007.

DEC means Distance Education Centre;

Department means the Department of Education and Training or any Department which may succeed to the functions of that Department;

Dependant means a person named as a dependant on a visa issued to an overseas person which provides them with the entitlement to study in Victoria under regulations made under the *Migration Act 1958* (Cth);

ELC means an English Language Centre of an English Language School, whether or not it shares a physical campus with a Standard Government School;

English Language Course means an intensive English language program of 500 hours that may be undertaken over a period of 21 weeks;

Enrolment for the purposes of this Order occurs when either—

- (a) an Overseas Student or his or her parent or legal guardian accepts an offer of enrolment or offer of placement in a Government School from the Secretary or a person authorised by the Secretary and pays the first invoice of the annual tuition fee specified in the Order;
- (b) an agreement is signed between a Study Tour Operator and the Secretary or a person authorised by the Secretary for the Overseas Student to participate in the instruction, educational and other related services of a Government School and pays the relevant fees specified in this Order;

Fees means the fees, expressed in Australian Dollars, payable pursuant to this Order;

Government School means any school established under the *Education and Training Reform Act 2006*;

IED means the International Education Division of the Department;

International Student Visa means any '**student visa**' as that term is defined by regulation 1.03 of the *Migration Regulations 1994* (Cth);

Overseas Student means a person holding a visa under the *Migration Act 1958* (Cth) which allows a person, whether expressly or otherwise, to study at a Government School in Victoria;

Secretary means the Secretary of the Department or his or her delegate;

Study Tour in a Victorian School means a short term study program organised by a Study Tour Operator;

Standard Government School means any Government School that is not the DEC, an ELC, the Victorian College of the Arts Secondary School, or the Victorian School of Languages;

Study Tour Operator means a person, association (incorporated or unincorporated), company or any other organisation which organises study tours for Overseas Students on a commercial basis;

VCASS means the Victorian College of the Arts Secondary School;

VSL means the Victorian School of Languages.

PART 2— OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL ON AN INTERNATIONAL STUDENT VISA

6. Application of Part

- (1) Part 2 applies to fees payable in respect of any Overseas Student—
 - (a) who is enrolled, or seeking to be enrolled, at a Standard Government School; and
 - (b) who holds, or proposes to hold, an International Student Visa while enrolled at that school.
- (2) All references to Overseas Student in this Part must be read accordingly.

7. Fees

- (1) **Overseas Students other than Dependants**
 - (a) The fees in items 1, 2 and 3 of the fee schedule are payable in respect of each Overseas Student (other than a Dependant) who applies for enrolment at a Standard Government School, or who is enrolled at a Standard Government School and applies for a change of Government School or a change of welfare provisions before commencement, or who is enrolled at a Standard Government School and applies to transfer to a different Government School after commencement (as relevant).
 - (b) The relevant annual tuition fee in item 4 of the fee schedule is payable in respect of each Overseas Student (other than a Dependant) for each year which the Overseas Student is enrolled at a Standard Government School.

(2) Dependants

- (a) The fees in items 1, 2 and 3 of the fee schedule are payable in respect of each Dependant who—
 - (i) applies for enrolment at a Standard Government School;
 - (ii) is enrolled at a Standard Government School and applies for a change of Government School or a change of welfare provisions before commencement; or
 - (iii) is enrolled at a Standard Government School and applies to transfer to a different Government School after commencement (as relevant).
- (b) The relevant annual tuition fee in item 5 of the fee schedule is payable in respect of each Dependant for each year which the Dependant is enrolled at a Standard Government School.

(3) Second or Subsequent Children

- (a) Where an Overseas Student (other than a Dependant) is the second or subsequent child of a family that already has a child—
 - (i) who enrolled at a Standard Government School prior to 31 December 2008; and
 - (ii) in respect of whom the fees specified in this Order are payable;and that second or subsequent child enrolled in a Government School prior to 31 December 2008, any annual tuition fees payable under clause 7(1)(b) in respect of that Overseas Student (other than a Dependant) are to be reduced by 10 per cent.
- (b) Where the fees payable by more than one Overseas Student (other than a Dependant) in a family differ, the discount applies to the Overseas Student(s) in that family whose fees are lowest.

8. Instruction and Educational and Other Related Services

Upon enrolment the Overseas Student is entitled to the same instruction, educational and other related services provided by the school as other students of the Standard Government School in the same year level.

9. Date for Payment of Fees

(1) Application, Enrolment Amendment and Transfer Fees

- (a) The application fee in item 1 of the fee schedule is payable in respect of an Overseas Student following receipt by the Department of a completed application for enrolment in a Standard Government School.
- (b) The enrolment amendment fee in item 2 of the fee schedule is payable in respect of an Overseas Student at the time of applying for a change of Government School or a

change to welfare provision once the student is first enrolled but before commencement.

- (c) The transfer fee in item 3 of the fee schedule is payable in respect of an Overseas Student at the time of making an application for transfer after commencement.

(2) Annual Tuition Fees

- (a) The annual tuition fee payable in respect of an Overseas Student is to be paid as directed by the IED.
- (b) Without limiting clause 9(2)(a), the IED may, after taking into account the length of study of an Overseas Student, direct that payment of the annual tuition fee be made in any manner that it deems fit including, but not limited to, payment made:
 - (i) in instalments;
 - (ii) on a particular date or dates;
 - (iii) on a pro-rata basis; and
 - (iv) in advance of tuition.
- (c) The IED must provide an invoice for any fees to be paid in respect of an Overseas Student.
- (d) Where an Overseas Student is studying for a period shorter than the annual tuition fee period, the IED must require payment for the pro-rata period of study only.
- (e) The IED must inform Overseas Students in the Terms and Conditions contained in the letter of offer that the fees specified in this Order are subject to change and an Overseas Student is responsible for payment of any difference in fees charged from year to year.

10. Distribution of Fees between the School and the Secretary

- (1) The application fee, and the enrolment amendment fee (as applicable), set out in items 1 and 2 of the fee schedule are to be retained by the Secretary.
- (2) The transfer fee set out in item 3 of the fee schedule must be distributed to the Standard Government School from which the Overseas Student is seeking a transfer.
- (3) The distribution of annual tuition fees between the Government School(s) and the Secretary is to be in accordance with the distribution schedule.
- (4) The distributions specified in the distribution schedule are based on the full annual tuition fee and are to be reduced in accordance with any adjustment for the length of study of the Overseas Student, other than the distribution to the DEC or the VSL.

PART 3— OVERSEAS STUDENTS WHO ARE NOT OTHERWISE ENROLLED IN A GOVERNMENT SCHOOL STUDYING AT THE DEC OR THE VSL

11. Application of this Part

- (1) Part 3 applies to fees payable in respect of any Overseas Student who—
 - (a) is not otherwise enrolled in a Government School;
 - (b) is enrolled, or seeking to be enrolled, at the DEC or the VSL; and
 - (c) holds, or proposes to hold, an International Student Visa while enrolled at that school.
- (2) All references to Overseas Student in this Part must be read accordingly.

12. Fees

- (1) The fee in item 6 of the fee schedule is payable for each subject per annum in respect of an Overseas Student at the DEC or the VSL who is not otherwise enrolled in a Government School.
- (2) If the Overseas Student is enrolled at both the DEC and the VSL, the fee in item 6 of the fee schedule is payable to both the DEC and the VSL.

13. Instruction and Educational and Other Related Services

Upon payment of the fee in item 6 of the fee schedule the Overseas Student is entitled to the same instruction, educational and other related services provided by the DEC or the VSL as other students who are studying the same subjects in the same year level.

14. Date for Payment of Fees

The fee is payable upon acceptance of an offer of placement at the DEC or the VSL or as directed by the IED.

15. Distribution of Fee between the DEC or the VSL and the Secretary

- (1) The distribution of fees between the DEC or the VSL and the Secretary is to be in accordance with the distribution schedule.

PART 4—OVERSEAS STUDENTS ENROLLED AT THE VCASS

16. Application of Part

- (1) Part 4 applies to fees payable in respect of any Overseas Student who—
 - (a) is enrolled, or seeking to be enrolled, at the VCASS;
 - (b) holds, or proposes to hold, an International Student Visa while enrolled at the VCASS.
- (2) All references to Overseas Student in this Part must be read accordingly.

17. Fees

- (1) The fees in items 7, 8, and 9 of the fee schedule are payable in respect of each Overseas Student who:
 - (a) applies for enrolment at the VCASS; or
 - (b) is enrolled at the VCASS and applies for a change of Government School or a change of welfare provisions before commencement; or
 - (c) is enrolled at the VCASS and applies to transfer to a different Government School after commencement (as relevant).
- (2) The relevant annual tuition fee in item 10 of the fee schedule is payable in respect of each Overseas Student for each year which the Overseas Student is enrolled at the VCASS.

18. Instruction and Educational and Other Related Services

Upon enrolment the Overseas Student is entitled to the same instruction, educational and other related services provided by the VCASS as other students of the VCASS who are studying the same subjects in the same year level.

19. Date for Payment of Fees

(1) Application, Enrolment Amendment and Transfer Fees

- (a) The application fee in item 7 of the fee schedule is payable in respect of an Overseas Student following receipt by the Department of a completed application for enrolment in a Standard Government School.
- (b) The enrolment amendment fee in item 2 of the fee schedule is payable in respect of an Overseas Student at the time of applying for a change of Government School or a change to welfare provision once the student is first enrolled but before commencement.
- (c) The transfer fee in item 9 of the fee schedule is payable in respect of an Overseas Student at the time of making an application for transfer after commencement.

(2) Annual Tuition Fees

- (a) The annual tuition fee payable in respect of an Overseas Student is to be paid as directed by the IED.
- (b) Without limiting clause 19(2)(a), the IED may, after taking into account the length of study of an Overseas Student, direct that payment of the annual tuition fee be made in any manner that it deems fit including, but not limited to, payment made:
 - (i) in instalments;
 - (ii) on a particular date or dates;

- (iii) on a pro-rata basis; and
- (iv) in advance of tuition.
- (c) The IED must provide an invoice for any fees to be paid in respect of an Overseas Student.
- (d) Where an Overseas Student is studying for a period shorter than the annual tuition fee period, the IED must require payment for the pro-rata period of study only.
- (e) The IED must inform Overseas Students in the Terms and Conditions contained in the Letter of Offer that the fees specified in this Order are subject to change and any difference in fees charged year to year must be paid.

20. Distribution of Fees between the School and the VCASS

- (1) The application fee and enrolment amendment fee (as applicable), set out in items 7 and 8 of the fee schedule, are to be retained by the Secretary.
- (2) The transfer fee set out in item 9 of the fee schedule must be distributed to the VCASS.
- (3) The distribution of annual tuition fees between the VCASS, ELC, the DEC, the VSL and the Secretary is to be in accordance with the distribution schedule.
- (4) The distributions specified in the distribution schedule are based on the full annual tuition fee and are to be reduced in accordance with the length of study of the Overseas Student, other than the distribution to the DEC or the VSL.

PART 5—OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL OR AN ELC ON A VISA OTHER THAN AN INTERNATIONAL STUDENT VISA

21. Application of Part

- (1) Part 5 applies to fees payable in respect of any Overseas Student—
 - (a) who is enrolled, or seeking to be enrolled, at a Standard Government School or an ELC;
 - (b) who holds, or proposes to hold, a visa other than an International Student Visa while enrolled at that school; and
 - (c) to whom Part 6 does not apply.
- (2) All references to Overseas Student in this Part must be read accordingly.

22. Fees

- (1) The fees in items 11, 12 and 13 of the fee schedule are payable in respect of each Overseas Student who:
 - (a) applies for enrolment at a Standard Government School or ELC; or

- (b) is enrolled at a Standard Government School or ELC and applies for a change of Government School or ELC or a change of welfare provisions before commencement; or
 - (c) is enrolled at a Standard Government School and applies to transfer to a different Government School or ELC after commencement (as relevant).
- (2) The relevant annual tuition fee in item 14 of the fee schedule is payable in respect of each Overseas Student for each year which the Overseas Student is enrolled at a Standard Government School or ELC.

23. Instruction and Educational and Other Related Services

Upon enrolment the Overseas Student is entitled to the same instruction, educational and other related services provided by the Standard Government School or ELC to students at the same year level.

24. Date for Payment of Fees

(1) Application, Enrolment Amendment and Transfer Fees

- (a) The application fee in item 11 of the fee schedule is payable in respect of an Overseas Student following receipt by the Department of a completed application for enrolment in a Standard Government School or an ELC.
- (b) The enrolment amendment fee in item 12 of the fee schedule is payable in respect of an Overseas Student at the time of applying for a change of Government School or a change to welfare provision once the student is first enrolled but before commencement.
- (c) The transfer fee in item 13 of the fee schedule is payable in respect of an Overseas Student at the time of making an application for transfer after commencement.

(2) Annual Tuition Fees

- (a) The annual tuition fee payable in respect of an Overseas Student is to be paid as directed by the IED.
- (b) Without limiting clause 24(2)(a), the IED may, after taking into account the length of study of an Overseas Student, direct that payment of the annual tuition fee be made in any manner that it deems fit including, but not limited to, payment made:
 - (i) in instalments;
 - (ii) on a particular date or dates;
 - (iii) on a pro-rata basis; and
 - (iv) in advance of tuition.

- (c) The IED must provide an invoice for any fees to be paid in respect of an Overseas Student.
- (d) Where an Overseas Student is studying for a period shorter than the annual tuition fee period, the IED must require payment for the pro-rata period of study only.
- (e) The IED must inform Overseas Students in the Terms and Conditions contained in the Letter of Offer that the fees specified in this Order are subject to change and difference in fees charged year to year must be paid.

25. Distribution of Fees between the School or ELC and the Secretary

- (1) The application fee and enrolment amendment fee (as applicable), set out in items 11 and 12 of the fee schedule, are to be retained by the Secretary.
- (2) The transfer fee set out in item 13 of the fee schedule must be distributed to the Standard Government School or ELC from which the Overseas Student is seeking a transfer.
- (3) The distribution of annual tuition fees between the School or ELC and the Secretary is to be in accordance with the distribution schedule.
- (4) The distributions specified in the distribution schedule are based on the full annual tuition fee and are to be reduced in accordance with the length of study of the Overseas Student.

PART 6—OVERSEAS STUDENTS ENROLLED BY STUDY TOUR OPERATORS FOR A STUDY TOUR IN A STANDARD GOVERNMENT SCHOOL

26. Application of Part

- (1) Part 6 applies to fees payable in respect of any Overseas Student—
 - (a) who is enrolled, or seeking to be enrolled, at a Standard Government School for a Short Term Study Tour;
 - (b) who holds, or proposes to hold, a visa other than an International Student Visa while enrolled at that school; and
 - (c) to whom Part 5 does not apply.

27. Fees

- (1) The fees in item 15 of the fee schedule are payable in respect of each Overseas Student who applies for enrolment through a Study Tour Operator to undertake a Study Tour in a Victorian School.
- (2) The fees in item 16 of the fee schedule are payable in respect of each adult accompanying a group of Overseas Students undertaking a Study Tour in a Victorian School.
- (3) If school arranged homestay is not required by the accompanying adult, no homestay fees are payable.

28. Instruction and Educational and Other Related Services

An Overseas Student will only be entitled to the specific instruction and educational and other related services for which the Study Tour Operator has enrolled the student and which has been paid for by or on behalf of that Overseas Student.

29. Date for Payment of Fees

All fees are payable in advance and must be paid prior to an Overseas Student undertaking a Study Tour in a Victorian School at the Standard Government School.

30. Distribution of Fees between the School and the Secretary

The Secretary must distribute 79 per cent of the fee to the Standard Government School.

PART 7— WELFARE SERVICES —ACCOMMODATION PLACEMENT AND ARRIVAL SUPPORT

31. Services to be provided—accommodation placement

(1) Accommodation Placement

An Overseas Student may request that the Department arrange an accommodation placement for the Overseas Student that is to be provided by the Government School

- (a) at which the Overseas Student is enrolled or to which the Overseas Student has applied to be enrolled.
- (b) The Government School arranging accommodation for an Overseas Student must take the following steps to satisfy itself that the proposed accommodation is safe and suitable for the Overseas Student and that the persons residing in the accommodation are of suitable character—
 - (i) Obtain a list of all persons living at the proposed accommodation;
 - (ii) Obtain Working With Children Checks for all persons aged over 18 residing at the address of the proposed accommodation (and ensuring that the persons living at the proposed accommodation pay all fees associated with the police checks);
 - (iii) Interview the person(s) offering the proposed accommodation and living in the proposed accommodation;
 - (iv) Conduct reference checks for all person(s) living in the proposed accommodation;
 - (v) Ensure that the person(s) providing the proposed accommodation is/are over 21 years of age and has/have the right to remain in Australia until the Overseas Student turns 18 years of age;

- (vi) If a company is the provider of the accommodation, ensure that the company is registered in Australia and that the person(s) providing the accommodation on behalf of the company is/are over 21 years of age;
- (vii) Provide the Department with a written assurance that it is satisfied that the proposed accommodation is safe and suitable for the Overseas Student, that other persons residing therein are of suitable character, and that all the matters set out in (i) to (vi) have been complied with;
- (viii) Where requested by the Department, provide copies of any documents which are evidence of the matters set out in (i) to (vi).

(2) Fees

The fee in item 17 of the fee schedule is payable in respect of each Overseas Student for the services in clause 31.

(3) Date of Payment of Fee

The fee in item 17 of the fee schedule is payable at the time that the Overseas Student accepts an offer of placement from a Government School.

(4) Distribution of Fee between the School and the Secretary

The accommodation placement fee set out in item 17 of the fee schedule must be distributed to the Government School arranging the accommodation placement.

32. Services to be provided—arrival support

(1) Arrival Support

The Government School at which the Overseas Student referred to in clause 31 is enrolled or to which the Overseas Student has applied to be enrolled will arrange to meet and welcome the Overseas Student on arrival at the airport and ensure that all arrival matters are completed.

(2) Fees

The fee in item 18 of the fee schedule is payable in respect of each Overseas Student for the arrival support service.

(3) Date of Payment of Fee

The fee is payable at the time that the Overseas Student accepts an offer of placement from a Government School.

(4) Distribution of Fee between the School and the Secretary

The arrival support fee set out in item 18 of the fee schedule must be distributed to the Government School arranging the arrival support services.

PART 8—EXEMPTIONS AND WAIVERS

33. Waiver of certain fees

- (1) An Overseas Student may have the fees set out in any of the items 1, 2, 3, 7, 8, 9, 11, 12, 13, 17 or 18 of the fee schedule waived if the Secretary considers, in his or her discretion, having regard to the prevailing policy of the Department, that such fees should be waived in full or in part.
- (2) An Overseas Student and an accompanying adult may have the fees set out in items 15 and 16 of the fee schedule waived if the Secretary considers, in his or her discretion, having regard to the prevailing policy of the Department, that such fees should be waived in full or in part.
- (3) The Secretary may waive in full or in part any fees that are payable by an Overseas Student in accordance with this Order if the Secretary is satisfied that:
 - (a) an administrative error by the Department or Government School has occurred in relation to the Overseas Student's enrolment or fees; and
 - (b) as a result of that administrative error, it would be unreasonable in all the circumstances to require the Overseas Student to pay the relevant fees.
- (4) The Secretary may waive any difference in fees that an Overseas Student becomes liable to pay under clause 35(2).
- (5) Any fees waived in accordance with Ministerial Order No. 614 or Ministerial Order No. 704 that cover a period of time also covered by this Order are considered to have been waived under this Order.

34. Exemption from Payment of Annual Fees

- (1) Overseas Students who are approved in writing by the Secretary as meeting the descriptors of overseas persons who are holders of a visa prescribed as fee exempt in the Department's *International Students – Visa Fee Table*, as made by the Secretary from time-to-time, are exempt from the annual tuition fees in items 4, 5, 6, 10 and 14 of the fee schedule.

Note: The *International Students – Visa Fee Table* referred to in clause 34(1), as amended from time to time, is available on the website of the Department of Education and Training.

- (2) The Secretary may exempt an Overseas Student from the fees in items 4, 5, 6, 10 and 14 of the fee schedule if—
 - (a) in the opinion of the Secretary the relevant Overseas Student is facing extreme financial hardship; and
 - (b) the Secretary has considered the prevailing policy of the Department regarding the exemption of such payments and written notification is provided.

- (3) Any exemptions issued in accordance with Ministerial Order No. 614 or Ministerial Order No. 704 that cover a period of time also covered by this Order are considered to have been made under this Order.

PART 8A – INTERNAL REVIEW

34A. Secretary may review decisions

The Secretary may review a decision that is a reviewable decision under this Part.

34B. Reviewable decisions

A reviewable decision is a decision:

- (a) regarding a waiver of fees under clause 33(3); or
- (b) regarding an exemption from payment of annual fees under clause 34(2); or
- (c) regarding a refund of fees under clause 37.

34C. Right to apply for review of decisions

- (1) A person affected by a reviewable decision may apply to the Secretary for a review of the decision.
- (2) An application for review of a decision under this Part must:
 - (a) be made to the Secretary within 28 days of the date of the decision;
 - (b) be in writing; and
 - (c) set out the grounds on which the applicant relies.
- (3) The Secretary may accept a late application for review if he or she is satisfied that exceptional circumstances prevented the applicant from making the application in accordance with clause 34C(2)(a).

34D. Decisions in relation to review

- (1) The Secretary may confirm, reject or vary a reviewable decision.
- (2) The Secretary must give written notice of the Secretary's decision.
- (3) If the application is rejected or varied, the notice must:
 - (a) state the reasons for the decision; and
 - (b) set out the applicant's rights in relation to an external review under clause 34E and the procedures for applying for an external review.

34E. External review of Secretary's decision

An applicant who is dissatisfied with the Secretary's decision in relation to a review may apply to the Secretary to have the decision reviewed by an external party in accordance with the prevailing policy of the Department.

PART 9—GENERAL

35. Fees Subject to Change

- (1) If fees have been paid in respect of an Overseas Student in accordance with Ministerial Order No. 614 or Ministerial Order No. 704 that cover a period of time also covered by this Order, the IED may invoice for payment of any difference between the fee already paid and the fee prescribed in this Order.
- (2) The fees prescribed in this Order may be amended from time to time. If the amended fees cover a period of time that has already been paid in respect of an Overseas Student, the IED may invoice for payment of any difference between the fee already paid and the new fee.

36. Collection of Unpaid Fees

- (1) If an Overseas Student who is required to pay the fees in items 4, 5, 6, 10, or 14 of the fee schedule does not pay the fees on or before the due date, as determined by the IED, the Secretary may refer the unpaid fees to a debt collection agency.
- (2) If the unpaid fees of an Overseas Student are referred to a debt collection agency, in addition to the unpaid fees, the Overseas Student is required to pay a collection fee of 15 per cent of the unpaid fees.
- (3) The Secretary, may waive all or part of the collection fee payable under subclause (2) if he or she considers, having regard to the prevailing policy of the Department, that the fee or part of the fee should be waived.

37. Refunds

The Secretary, may elect to refund the fees, or a portion of those fees, paid by an Overseas Student or a Study Tour Operator if—

- (1) the Overseas Student or Study Tour Operator submits a refund request form to the Department; and
- (2) the Secretary has considered the prevailing policy of the Department regarding the refund of such fees.

38. Receipt of Fees by the Secretary

All fees received by or distributed by the Secretary pursuant to this Order will be deemed to have been received by the Secretary on behalf of the Department.

39. Distribution of Fees

The Secretary must ensure that the amount paid to the Standard Government School, ELC, the DEC, the VSL, or the VCASS is distributed on a quarterly basis.

40. Ministerial Order exclusive of GST

All Fees and distribution of fees stated in this Ministerial Order are GST exclusive.

41. Delegation

The Secretary may delegate to any person employed in the administration or execution of the **Education and Training Reform Act 2006** his or her powers or functions under this Ministerial Order.

Dated this 5th day of May 2015

The Hon. James Merlino, MP
Minister for Education

FEE SCHEDULE

OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL ON AN INTERNATIONAL STUDENT VISA		
1.	A non-refundable application fee for the first application for enrolment by an Overseas Student	\$ 272
2.	A non-refundable enrolment amendment fee for a change of Government School or a change to welfare provisions once the student is first enrolled but before commencement.	\$ 272
3.	A non-refundable transfer fee in respect of any Overseas Student who is enrolled at a Standard Government School and who applies to transfer to a different Government School	\$ 675
Overseas Students other than Dependants*		
4.	Annual Tuition Fee Primary Years Preparatory–6	\$ 11,398
	Annual Tuition Fee Junior Secondary Years 7–10	\$ 15,129
	Annual Tuition Fee Senior Secondary Years 11–12	\$ 16,974
Dependants		
5.	Annual Tuition Fee Primary Years Preparatory–6	\$ 9,184
	Annual Tuition Fee Junior Secondary Years 7–10	\$ 12,136
	Annual Tuition Fee Senior Secondary Years 11–12	\$ 13,612
OVERSEAS STUDENTS WHO ARE NOT OTHERWISE ENROLLED IN A STANDARD GOVERNMENT SCHOOL STUDYING AT THE DEC OR THE VSL		
6.	Fee per subject per annum in respect of an Overseas Student enrolled at the DEC or the VSL who is not otherwise enrolled at a Government School**	\$ 1,312
OVERSEAS STUDENTS ENROLLED AT THE VCASS		
7.	A non-refundable application fee for the first application for enrolment by an Overseas Student	\$ 272
8.	A non-refundable enrolment amendment fee for a change of Government School or a change to welfare provisions once the student is first enrolled but before commencement.	\$ 272
9.	A non-refundable transfer fee in respect of an Overseas Student who is enrolled at the VCASS and who applies to transfer to a different Government School	\$ 675

10.	Annual Tuition Fee Junior Secondary Years 7–10	\$ 20,500
	Annual Tuition Fee Senior Secondary Years 11–12	\$ 23,042
OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL OR AN ELC ON A VISA OTHER THAN AN INTERNATIONAL STUDENT VISA		
11.	A non-refundable application fee for the first application for enrolment by an Overseas Student.	\$ 272
12.	A non-refundable enrolment amendment fee for a change of Government School or a change to welfare provisions once the student is first enrolled but before commencement.	\$ 272
13.	A non-refundable transfer fee in respect of an Overseas Student who is enrolled at a Standard Government School or an ELC and who applies to transfer to a different Standard Government School or ELC	\$ 675
14.	Annual Tuition Fee Primary Years Preparatory–6	\$ 11,398
	Annual Tuition Fee Junior Secondary Years 7–10	\$ 15,129
	Annual Tuition Fee Senior Secondary Years 11–12	\$ 16,974
	An ELC only for all year levels	\$ 16,974
OVERSEAS STUDENTS ENROLLED BY STUDY TOUR OPERATORS FOR A STUDY TOUR IN A GOVERNMENT SCHOOL		
15.	First study module	\$ 734
	Each additional study module	\$ 338
	Additional day in school	\$ 80
	Additional day on excursion	\$ 179
	Additional homestay	\$ 43
	Single day visit	\$ 106
16.	First study module	\$ 173
	Each additional study module	\$ 129
	Additional day in school	\$ 43
	Additional day on excursion	\$ 43
	Additional homestay	\$ 43

WELFARE SERVICES —ACCOMMODATION PLACEMENT AND ARRIVAL SUPPORT		
17.	Accommodation Placement	\$ 262
18.	Arrival Support	\$ 147

* clause 7(3) provides that a second or subsequent Overseas Child (other than a dependant) will pay a 10 per cent reduction in the relevant fees.

** If the overseas Student is enrolled at both the DEC and VSL, fees are payable for both (see clause 12(2)).

DISTRIBUTION SCHEDULE*

OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL ON AN INTERNATIONAL STUDENT VISA			
Overseas Students other than Dependants			
Enrolled in a Standard Government School only	Primary Years Preparatory–6	Secretary	\$ 3,005
		School	\$ 8,393
	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 11,124
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 12,427
Attends Standard Government School AND attends the DEC or the VSL	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 10,199
		DEC or VSL	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 11,502
		DEC or VSL	\$ 925
Attends Standard Government School AND ELC (for purposes of undertaking an English Language Course)	Primary Years Preparatory–6	Secretary	\$ 3,005
		School	\$ 4,952
		ELC	\$ 3,441
	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 6,563
		ELC	\$ 4,561
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 7,332
		ELC	\$ 5,095

Attends Standard Government School AND the ELC AND the VSL or DEC	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 6,017
		ELC	\$ 4,182
		VSL or DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 6,786
		ELC	\$ 4,716
		VSL or DEC	\$ 925
Attends Standard Government School AND the ELC AND the VSL AND the DEC	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 5,472
		ELC	\$ 3,802
		VSL	\$ 925
		DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 6,240
		ELC	\$ 4,337
		VSL	\$ 925
		DEC	\$ 925
Dependants			
Enrolled in a Standard Government School only	Primary Years Preparatory–1	Secretary	\$ 1,560
		School	\$ 7,624
	Primary Years 2–6	Secretary	\$ 2,120
		School	\$ 7,064
	Junior Secondary Years 7–10	Secretary	\$ 3,230
		School	\$ 8,906
	Senior Secondary Years 11–12	Secretary	\$ 3,668
		School	\$ 9,944

Attends Standard Government School AND attends the DEC or the VSL	Junior Secondary Years 7–10	Secretary	\$ 3,230	
		School	\$ 7,981	
		DEC or VSL	\$ 925	
	Senior Secondary Years 11–12	Secretary	\$ 3,668	
		School	\$ 9,019	
		DEC or VSL	\$ 925	
Attends Standard Government School AND ELC (for purposes of undertaking an English Language Course)	Primary Years Preparatory–1	Secretary	\$ 1,560	
		School	\$ 4,498	
		ELC	\$ 3,126	
	Primary Years 2–6	Secretary	\$ 2,120	
		School	\$ 4,168	
		ELC	\$ 2,896	
	Junior Secondary Years 7–10	Secretary	\$ 3,230	
		School	\$ 5,255	
		ELC	\$ 3,651	
	Senior Secondary Years 11–12	Secretary	\$ 3,668	
		School	\$ 5,867	
		ELC	\$ 4,077	
	Attends Standard Government School AND the ELC AND the VSL or DEC	Junior Secondary Years 7–10	Secretary	\$ 3,230
			School	\$ 4,709
			ELC	\$ 3,272
VSL or DEC			\$ 925	
Senior Secondary Years 11–12		Secretary	\$ 3,668	
		School	\$ 5,321	
		ELC	\$ 3,698	
		VSL or DEC	\$ 925	

Attends Standard Government School AND the ELC AND the VSL AND the DEC	Junior Secondary Years 7–10	Secretary	\$ 3,230
		School	\$ 4,163
		ELC	\$ 2,893
		VSL	\$ 925
		DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 3,668
		School	\$ 4,775
		ELC	\$ 3,319
		VSL	\$ 925
		DEC	\$ 925
Second or Subsequent Children			
Enrolled in a Standard Government School only	Primary Years Preparatory–6	Secretary	\$ 2,709
		School	\$ 7,541
	Junior Secondary Years 7–10	Secretary	\$ 3,676
		School	\$ 10,018
	Senior Secondary Years 11–12	Secretary	\$ 4,144
		School	\$ 11,190
Attends Standard Government School AND attends the DEC or the VSL	Junior Secondary Years 7–10	Secretary	\$ 3,676
		School	\$ 9,093
		DEC or VSL	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,144
		School	\$ 10,265
		DEC or VSL	\$ 925

Attends Standard Government School AND ELC (for purposes of undertaking an English Language Course)	Primary Years Preparatory–6	Secretary	\$ 2,709
		School	\$ 4,449
		ELC	\$ 3,092
	Junior Secondary Years 7–10	Secretary	\$ 3,676
		School	\$ 5,911
		ELC	\$ 4,107
	Senior Secondary Years 11–12	Secretary	\$ 4,144
		School	\$ 6,602
		ELC	\$ 4,588
Attends Standard Government School AND the ELC AND the VSL or DEC	Junior Secondary Years 7–10	Secretary	\$ 3,676
		School	\$ 5,365
		ELC	\$ 3,728
		VSL or DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,144
		School	\$ 6,056
		ELC	\$ 4,209
		VSL or DEC	\$ 925
Attends Standard Government School AND the ELC AND the VSL AND the DEC	Junior Secondary Years 7–10	Secretary	\$ 3,676
		School	\$ 4,819
		ELC	\$ 3,349
		VSL	\$ 925
		DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 4,144
		School	\$ 5,511
		ELC	\$ 3,829
		VSL	\$ 925
		DEC	\$ 925

OVERSEAS STUDENTS WHO ARE NOT OTHERWISE ENROLLED IN A STANDARD GOVERNMENT SCHOOL STUDYING AT THE DEC OR THE VSL			
Overseas Student enrolled at DEC and/or VSL who is not otherwise enrolled at a Standard Government School	Each Subject	Secretary	\$ 387
		VSL or DEC	\$ 925
OVERSEAS STUDENTS ENROLLED AT THE VCASS			
Enrolled at VCASS only	Junior Secondary Years 7–10	Secretary	\$ 5,691
		VCASS	\$ 14,809
	Senior Secondary Years 11–12	Secretary	\$ 6,417
		VCASS	\$ 16,625
Attends VCASS AND attends the DEC or the VSL	Junior Secondary Years 7–10	Secretary	\$ 5,691
		VCASS	\$ 13,884
		DEC or VSL	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 6,417
		VCASS	\$ 15,700
		DEC or VSL	\$ 925
Attends VCASS AND ELC (for purposes of undertaking an English Language Course)	Junior Secondary Years 7–10	Secretary	\$ 5,691
		VCASS	\$ 8,737
		ELC	\$ 6,072
	Senior Secondary Years 11–12	Secretary	\$ 6,417
		VCASS	\$ 9,809
		ELC	\$ 6,816

Attends VCASS AND the ELC AND the VSL or DEC	Junior Secondary Years 7–10	Secretary	\$ 5,691
		VCASS	\$ 8,192
		ELC	\$ 5,692
		VSL or DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 6,417
		VCASS	\$ 9,263
		ELC	\$ 6,437
		VSL or DEC	\$ 925
Attends VCASS AND the ELC AND the VSL AND the DEC	Junior Secondary Years 7–10	Secretary	\$ 5,691
		VCASS	\$ 7,646
		ELC	\$ 5,313
		VSL	\$ 925
		DEC	\$ 925
	Senior Secondary Years 11–12	Secretary	\$ 6,417
		VCASS	\$ 8,717
		ELC	\$ 6,058
		VSL	\$ 925
		DEC	\$ 925
OVERSEAS STUDENTS STUDYING AT A STANDARD GOVERNMENT SCHOOL OR AN ELC ON A VISA OTHER THAN AN INTERNATIONAL STUDENT VISA			
Overseas Student enrolled at a Standard Government School only	Primary Years Preparatory–6	Secretary	\$ 3,005
		School	\$ 8,393
	Junior Secondary Years 7–10	Secretary	\$ 4,005
		School	\$ 11,124
	Senior Secondary Years 11–12	Secretary	\$ 4,547
		School	\$ 12,427
Overseas Student enrolled in ELC only	All Year levels	Secretary	\$ 4,547
		ELC	\$ 12,427

APPLICATION AND ADMINISTRATION FEES APPLYING TO ALL OVERSEAS STUDENTS			
	Application Fee	Secretary	\$ 272
	Enrolment Amendment Fee	Secretary	\$ 272
	Transfer Fee	School	\$ 675
WELFARE SERVICES —ACCOMMODATION PLACEMENT AND ARRIVAL SUPPORT			
	Accommodation Placement Fee	School	\$ 262
	Arrival Support Fee	School	\$ 147

* All distributions are based on the full annual tuition fee specified in the fee schedule and are to be reduced in accordance with the length of study of the Overseas Student, other than the distribution to the DEC or the VSL.