NEW YORK FILM ACADEMY AUSTRALIA

REFUND POLICY (FOR STUDENTS ENROLLED IN VET FEE-HELP ENABLED COURSES)

1. Withdrawal from a VET unit of study / VET course of study
Students of New York Film Academy Australia Pty Ltd (NYFA) who wish to withdraw from a VET unit of study or VET course of study must do so in writing using the prescribed form which is available by contacting the Registrar at New York Film Academy Australia, Village Roadshow Studios, Entertainment Road, Oxenford Gold Coast, QLD 4210 or by phoning (07) 5585 9722.

2. Refunds – students who are eligible for VET FEE-HELP assistance
This section is applicable to domestic students who are Australian citizens or permanent humanitarian visa holders (who are resident in Australia for the duration of the VET unit of study) enrolled in a VET FEE-HELP enabled course offered by NYFA Australia.
In the event of a student withdrawing from a VET unit of study on or before the census date for that unit of study:
   • 100% of tuition fees paid for that unit will be refunded to the student; and
   • the student will not incur a VET FEE-HELP debt.

In the event of a student withdrawing from a VET unit of study after census date for that unit of study:
   • no refund is applicable; and/or
   • the student will incur a VET FEE-HELP debt.

3. Refunds – students who are not eligible for VET FEE-HELP assistance
This section is applicable to domestic students who are permanent residents (who are not permanent humanitarian visa holders who are resident in Australia for the duration of the VET unit of study) and New Zealand citizens enrolled in a VET FEE-HELP enabled course offered by NYFA Australia.
In the event of a student withdrawing from a VET unit of study on or before the census date for that unit of study 100% of tuition fees paid for that unit will be refunded to the student.
In the event of a student withdrawing from a VET unit of study after census date for that unit of study no refund is applicable.

4. Payment of Refunds
Refunds will be paid within 30 days of the census date of the VET unit of study to which the withdrawal applies.

5. Special circumstances
A student who withdraws after the census date for a VET unit of study may apply for special consideration in line with the Student Review Procedures for Re-crediting a FEE-HELP Balance.

6. Publication
This refund policy will be made available to students and persons seeking to enrol with NYFA Australia by publication on NYFA’s website (www.nyfa.edu/landing/australia.php). This refund policy will also form part of enrolment information.

Page 1 of 1 Dated 21st March 2013 V2