



## DISTANCE EDUCATION FEES POLICY

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### 1. PURPOSE

The purpose of this Policy is to provide guidelines for Distance Education enrolments at St Andrew's Anglican College (the College).

### 2. SCOPE

This Policy applies to all Students enrolled at The College.

### 3. EXTERNAL REFERENCES

No external references.

### 4. DEFINITIONS

For the purpose of this Policy:

**Student** means all persons enrolled at St Andrews Anglican College in the current year.

### 5. RATIONALE

Schools in Queensland have made use of the various Schools of Distance Education to provide subject access for their students in subjects the base school cannot offer. This usually occurs due to the following situations:

- A timetable clash, such that a student is unable to study a particular subject as it clashes with another selected subject on the timetable
- The student transfers to a school which does not offer a particular subject. This is predominantly the case with LOTE subjects (languages)
- A student chooses to study a subject not offered by the College.

### 6. DETAILS

The Minister for Education and Training and the Minister for the Arts have determined that a flat fee of \$1,100 per subject enrolment per year applies (current as at 31 July 2015).

The College will co-pay half the Distance Education tuition fees for students choosing to study a subject through Distance Education. Consequently, the College will contribute \$550 and the student will contribute \$550 (+ any administration costs) each year for each subject studied. In cases where a student chooses to study a subject(s) by Distance Education where the College can offer that subject in an available timetable slot, the student will be expected to cover all tuition and administrative costs for those subjects.

The College will provide, to the best of its ability, a timetable that allows students to access all Distance Education on-line tutorials and lessons, but this is not always possible. Students studying by Distance Education are encouraged to use their own laptop. Students are timetabled to work independently in the room allocated for their

timetabled Distance Education lessons and are expected to follow the guidelines for working in this room.

If a student decides to cease their enrolment before the end of the semester/year, the College will apply for a refund of any fees already paid. If a refund is granted by the School of Distance Education, the College will be reimbursed their contribution in full before students can apply for any portion of the refund.

## 7. RELATED DOCUMENTS

- No related documents.

DOCUMENT CONTROL	
Title	Distance Education Fees Policy
Author	SAAC
Policy Owner	Paul Sjogren
Review Frequency	Every 2 Years
Last Reviewed	31/07/15
Due for Review	31/07/17
Category	Finance Management
Date and Time Printed	28/09/2015 2:35 PM