



THE FOLLOWING INFORMATION APPLIES ONLY TO STUDENTS WHO HAVE APPLIED AND BEEN APPROVED FOR A VET STUDENT LOAN

Please read the following information regarding your Fee Notice for your VET Student Loan at South Metropolitan TAFE. The fee notice is provided to you in accordance with federal legislation, and meets requirements prescribed by the VET Student Rules 2016.

Your request for a VET Student Loan applies to a loan for the entire course of study in which you have enrolled for, unless

- Your application for VET Student Loan is not submitted and approved 14 days prior to your earliest census date; or
- You withdraw your request for VET Student Loan with South Metropolitan TAFE on or before the census date; or
- Your course fee exceeds your VET Student Loan Course Cap. You will be advised of this in a separate Statement of Covered Fees.

Your VET Student Loan debt will be incurred on a unit of study basis when census dates are reached.

If you believe that the information in this Fee Notice is not correct, please contact South Metropolitan TAFE VET Student Loans office in writing to student.loans@smtafe.wa.edu.au to request a correction within 14 days of the date of issue of the Fee Notice. The request must specify which part/s of the notice you consider to be incorrect, and also the reason why you consider this to be the case.

You are reminded that:

- on the census date you will incur a VET Student Loan debt for unit(s) of study contained in this Fee Notice if you have not withdrawn from unit(s) of study prior to the census date indicated on this Fee Notice;
- any debts to the Commonwealth arising from your VET Student loan remain with you until you have repaid the amount owed;
- it is your responsibility to ensure you have sufficient FEE-HELP balance to cover the VET Student Loan assistance amounts indicated in this *Fee Notice*.
- You will be required to communicate to the Secretary regarding ongoing access to the loan scheme for your studies at South Metropolitan TAFE via the completion of periodic Engagement and Progression Forms
- You will be required to pay for any fees that exceed your VET Student Loan capping.
- You may access policies and procedures relating to the VET Student Loans at SMT's website including how to withdraw and request a re-credit at the following link:
<http://www.southmetrotafe.wa.edu.au/futurestudents/studentloans>

You must ensure that you are familiar with the census dates for each of your units on your enrolment.

Why are your census dates important?

- If you withdraw **on or before** the Census Date; you will be entitled to a refund if you have paid upfront; or do not incur a debt if you have taken out a VET Student loan.
- If you withdraw **after** the Census Date has passed; you will not receive a refund if you have paid upfront; and you will be liable for the full debt if you have taken out a VET Student loan.

If you wish to withdraw from a unit(s) of study please visit one of South Metropolitan TAFE's Customer Service Centres or <https://www.southmetrotafe.wa.edu.au/currentstudents/withdrawals-and-refunds>

POSTAL 1 Fleet Street, Fremantle Western Australia 6160

Telephone 1800 001 001

Student.loans@smtafe.wa.edu.au

www.southmetrotafe.wa.edu.au

ABN: 15 965 263 323 | RTO Code: 52787