

UNIT COSTS 2020

This document sets out the unit costs that apply to students at CHC for the 2020 academic year. These consist of *Unit fees* and *Other costs*. It also includes information regarding HELP and the non-payment of tuition fees and student contribution amounts, refunds and the remittance of HELP debts, and student assistance.

All amounts are given in Australian dollars.

UNIT FEES

The unit fees payable by students are determined according to whether they are *domestic students* or *international students*, as follows:

TYPE OF STUDENTS	COURSES
Domestic students – fee-paying places (pages 1-3)	All courses <i>except</i> Bachelor of Education and Master of Teaching initial teacher education courses; Undergraduate Certificate of Literature (see Domestic students – Commonwealth supported places)
Domestic students – Commonwealth supported places (pages 3-5)	Bachelor of Education and Master of Teaching initial teacher education courses; Undergraduate Certificate of Literature
International students (pages 5-6)	All courses

DOMESTIC STUDENTS

Domestic students are those students who belong to the following categories:

- Australian citizens;
- Australian permanent residents;
- Australian permanent humanitarian visa holders; and
- New Zealand citizens.

Domestic students may be in fee-paying places or in Commonwealth supported places.

FEE-PAYING PLACES

Domestic students in fee-paying places pay **tuition fees** as set by CHC. Tuition fees are subject to annual review and apply to all commencing and continuing domestic students in fee-paying places in an academic year, not to commencing domestic students only.

Tuition fees are charged according to the courses in which students are enrolled. Where units of study are offered in multiple courses, domestic students pay tuition fees as applicable to their course of study, not to the courses in which units of study are housed for administrative purposes.

The tuition fees payable by domestic students in fee-paying places at CHC in the 2020 academic year are indicated below. The tuition fees displayed are for units with a value of 10 credit points. Units with credit point values that are multiples of 10 have tuition fees that are multiplied by the same factor: for example, a 20-credit point unit (two times 10 credit points) has tuition fees that are two times the tuition fees of a 10-credit point unit.

COURSE	TUITION FEES PER 10-CREDIT POINT UNIT
BUSINESS	
Diploma of Business	\$ 1,950.00
Associate Degree in Business	\$ 1,950.00
Bachelor of Business	\$ 1,950.00
Graduate Certificate in Management	\$ 2,450.00
Graduate Diploma in Management	\$ 2,450.00
Master of Business Administration	\$ 2,450.00
EDUCATION	
Graduate Certificate in Christian Education	\$ 2,450.00
Master of Education	\$ 2,450.00
LIBERAL ARTS	
Diploma of Liberal Arts: Foundations of Wisdom	\$ 2,000.00
Bachelor of Arts in the Liberal Arts	\$ 2,000.00
Bachelor of Arts in the Liberal Arts – OXF301, OXF302 ¹	\$ 5,500.00
Graduate Certificate in the Liberal Arts	\$ 2,500.00
Graduate Diploma in the Liberal Arts	\$ 2,500.00
MINISTRIES	
Diploma of Ministry	\$ 1,800.00
Bachelor of Ministry	\$ 1,800.00
Graduate Certificate in Ministry	\$ 1,900.00
Graduate Diploma in Ministry	\$ 1,900.00
Master of Ministry Leadership	\$ 2,300.00
SOCIAL SCIENCES	
Diploma of Social Science	\$ 1,950.00
Bachelor of Human Services	\$ 1,950.00
Bachelor of Counselling	\$ 1,950.00
Bachelor of Counselling – Practicum units: CO367 ²	\$ 2,950.00
Bachelor of Counselling – Practicum units: CO368, CO369, CO370 ²	\$ 2,650.00
Graduate Certificate in Applied Neuroscience	\$ 2,450.00
Graduate Certificate in Social Science Leadership	\$ 2,450.00
Master of Social Science Leadership	\$ 2,450.00
Master of Counselling	\$ 2,450.00
Master of Counselling – Practicum units: CO667 ²	\$ 3,450.00
Master of Counselling – Practicum units: CO668, CO669, CO670 ²	\$ 3,150.00

CALCULATING TUITION FEES FOR A SEMESTER

To calculate the total tuition fees payable for a semester, locate the course of enrolment and multiply the tuition fees for a 10-credit point unit by the number of units of enrolment. For example:

- for a domestic student enrolled in the Diploma of Business, the total tuition fees payable for a standard full-time enrolment of four 10-credit point units are $4 \times \$1,950.00 = \$7,800.00$;
- for a domestic student enrolled in the Master of Counselling, the total tuition fees payable for a part-time enrolment of two 10-credit point units, including CO668, are $(1 \times \$2,450.00) + (1 \times \$3,150.00) = \$5,600.00$.

¹ OXF301 and OXF302 are elective units in the Bachelor of Arts in the Liberal Arts for which students enrol in the Oxford Summer Programme (OSP) that is available under CHC's status as an international affiliate of the USA-based Council of Christian Colleges and Universities (CCCU). Students must enrol in both units to participate in the OSP. Unit fees are set in relation to the overall program fees charged by the CCCU and include tuition, room, partial meals and all necessary expenses for official field trips, and are subject to change based upon CHC receiving updated fees advice and changes in currency exchange rates. The fees do not include international and local travel and associated costs (such as travel insurance), books, personal spending and personal medical expenses (if incurred).

² The practicum units shown for the Bachelor of Counselling and Master of Counselling incur higher fees due to supervision costs.

Students who include a 20-credit point unit in their enrolment should adjust the calculation of their semester tuition fees accordingly. For example:

- for a domestic student enrolled in the Master of Education, the total tuition fees payable for an enrolment of one 10-credit point unit and one 20-credit point unit are $(1 \times \$2,450.00) + (2 \times \$2,450.00) = \$7,350.00$.

NOTICE OF TUITION FEES

Domestic students in fee-paying places are issued with invoices at the beginning of each semester of enrolment. An invoice lists the units in which a student is enrolled for a semester, the tuition fees payable for each of those units, the total of the tuition fees payable and the due date for the payment of tuition fees.

PAYING TUITION FEES

Domestic students in fee-paying places can pay their tuition fees in the following ways:

- payment of the full amount to CHC by the due date; or
- payment of part of the amount to CHC by the due date, and deferral of the balance to FEE-HELP (eligible students only); or
- deferral of the full amount to FEE-HELP (eligible students only).

FEE-HELP is a loan scheme of the Commonwealth government that assists eligible students who are enrolled in fee-paying places to pay their tuition fees. Information regarding FEE-HELP, including eligibility requirements, loan limits, repayments and other conditions, is provided later in this document.

Domestic students in fee-paying places who do not pay their tuition fees by the due date, either upfront or via FEE-HELP, can have their enrolment at CHC cancelled.

COMMONWEALTH SUPPORTED PLACES

CHC offers Commonwealth supported places in its Bachelor of Education courses and Master of Teaching courses in primary and secondary teaching, and the Undergraduate Certificate of Literature.

Students in Commonwealth supported places pay **student contribution amounts** as set by CHC in accordance with Australian government guidelines. Student contribution amounts are subject to annual review and apply to all commencing and continuing students in Commonwealth supported places in an academic year, not to commencing students only.

Student contribution amounts are charged according to their field of education as determined by the Commonwealth government, not by the course of study. This means that units within a student's course can have different student contribution amounts if the units are located in different fields of education³.

The Undergraduate Certificate of Literature is a Commonwealth government-approved online short course in an area of national priority and is subject to heavily discounted student contribution amounts.

Commonwealth supported places are available in the Undergraduate Certificate in Literature in 2020 only. In 2021, the course will become a fee-paying course and all students who are enrolled in the course will become fee-paying students and subject to full fees.

³ Information regarding the allocation of units of study to funding clusters for 2020 is available from the [Department of Education](#).

INITIAL TEACHER EDUCATION COURSES

The student contribution amounts payable by students in Commonwealth supported places in the initial teacher education courses at CHC in the 2020 academic year are indicated below. The student contribution amounts displayed are for units with an Equivalent Full-Time Student Load (EFTSL) value of 0.125. A standard full-time annual study load has an EFTSL value of 1.0; as the initial teacher education courses have a standard full-time annual study load of eight units, each unit has an EFTSL value of 0.125 ($1.0 / 8 = 0.125$).

FUNDING CLUSTER	STUDENT CONTRIBUTION AMOUNT PER 0.125 EFTSL UNIT
1 Law, accounting, administration, economics, commerce	\$ 1,394.00
2 Humanities	\$ 835.00
3a Mathematics, statistics, computing	\$ 1,190.00
3b Behavioural science or social studies	\$ 835.00
4 Education	\$ 835.00
5a Foreign languages, visual and performing arts	\$ 835.00
7 Science	\$ 1,190.00

UNDERGRADUATE CERTIFICATE OF LITERATURE

The student contribution amount payable by students in Commonwealth supported places in the Undergraduate Certificate of Literature at CHC in the 2020 academic year are indicated below. The student contribution amounts displayed are for units with an Equivalent Full-Time Student Load (EFTSL) value of 0.125. The Undergraduate Certificate of Literature has a total EFTSL value of 0.5; as the course has a standard full-time study load of four units, each unit has an EFTSL value of 0.125 ($0.5 / 4 = 0.125$).

FUNDING CLUSTER	STUDENT CONTRIBUTION AMOUNT PER 0.125 EFTSL UNIT
English	\$ 312.50

CALCULATING STUDENT CONTRIBUTION AMOUNTS FOR A SEMESTER

To calculate the total student contribution amount payable for a semester in an initial teacher education course, locate the funding cluster for each unit of enrolment and add together the applicable student contribution amounts. For example:

- for a student with a standard full-time enrolment of four units, with one unit in Funding Cluster 1 and three units in Funding Cluster 4, the total student contribution amount payable is $(1 \times \$1,394.00) + (3 \times \$835.00) = \$3,869.00$;
- for a student with a part-time enrolment of two units, with one unit in Funding Cluster 2 and one unit in Funding Cluster 4, the total student contribution amount payable is $(1 \times \$835.00) + (1 \times \$835.00) = \$1,670.00$.

To calculate the total student contribution amount payable for a semester in the Undergraduate Certificate of Literature, multiply the student contribution amount by the number of units. For example:

- for a student with a standard full-time enrolment of four units, the total student contribution amount payable is $4 \times \$312.5 = \$1,250.00$;
- for a student with a part-time enrolment of two units, the total student contribution amount payable is $2 \times \$312.5 = \625.00 .

NOTICE OF STUDENT CONTRIBUTION AMOUNTS

Students in Commonwealth supported places are issued with invoices at the beginning of each semester of enrolment. An invoice lists the units in which a student is enrolled for a semester, the student contribution amount payable for each of those units, the total of the student contribution amounts payable and the due date for the payment of student contribution amounts.

PAYING STUDENT CONTRIBUTION AMOUNTS

Payment of student contribution amounts may be made in the following ways:

- payment of the full amount to CHC by the due date; or
- payment of part of the amount to CHC by the due date, and deferral of the balance to HECS-HELP (eligible students only); or
- deferral of the full amount to HECS-HELP (eligible students only).

HECS-HELP is a loan scheme of the Commonwealth government that assists eligible students who are enrolled in Commonwealth supported places to pay their student contribution amounts. Information regarding HECS-HELP, including eligibility requirements, loan limits, repayments and other conditions, is provided later in this document.

Students in Commonwealth supported places who do not pay their student contribution amounts by the due date, either upfront or via HECS-HELP, will have their enrolment at CHC cancelled.

INTERNATIONAL STUDENTS

International students are those students who are studying in Australia under the provisions of a temporary visa, such as a student visa, business visa or spousal visa (onshore) as issued by the Department of Home Affairs, or those students who are studying in their home countries via external/online enrolment (offshore).

Onshore international students who hold a student visa are able to enrol only in those CHC courses that are registered on CRICOS⁴, while onshore international students who hold different types of temporary visas and offshore international students may enrol in any CHC course, the latter only in courses that are delivered entirely by external/online mode.

International students pay **tuition fees** as set by CHC in accordance with Commonwealth government guidelines. These fees apply to all types of international students at CHC. Tuition fees for international students are subject to annual review and apply to all commencing and continuing international students in an academic year, not to commencing international students only.

The tuition fees payable by international students at CHC in the 2020 academic year are indicated below. The tuition fees displayed are for units with a value of 10-credit points. Units with credit point values that are multiples of 10 have tuition fees that are multiplied by the same factor: for example, a 20-credit point unit (two times 10 credit points) has tuition fees that are two times the tuition fees of a 10-credit point unit.

⁴ CRICOS is the Commonwealth Register of Institutions and Courses for Overseas Students.

COURSE	TUITION FEES PER 10-CREDIT POINT UNIT
Diploma courses and Bachelor courses (see <i>Exceptions</i> below)	\$ 2,500.00
Graduate Certificate and Graduate Diploma courses (see <i>Exceptions</i> below)	\$ 3,050.00
Masters courses (see <i>Exceptions</i> below)	\$ 3,050.00
<i>Exceptions</i>	
Bachelor of Arts in the Liberal Arts – OXF301, OXF302 ⁵	\$ 6,000.00
Bachelor of Counselling – Practicum units: CO367 ⁶	\$ 3,500.00
Bachelor of Counselling – Practicum units: CO368, CO369, CO370 ⁶	\$ 3,200.00
Graduate Certificate in Ministry and Graduate Diploma in Ministry	\$ 2,800.00
Master of Counselling – Practicum units: CO667 ⁶	\$ 4,050.00
Master of Counselling – Practicum units: CO668, CO669, CO670 ⁶	\$ 3,750.00

CALCULATING TUITION FEES FOR A SEMESTER

To calculate the total tuition fees payable for a semester, locate the course of enrolment and multiply the tuition fees for a 10-credit point unit by the number of units of enrolment. For example:

- for an international student enrolled in the Bachelor of Counselling, the total tuition fees payable for a standard full-time enrolment of four 10-credit point units, including CO370, are $(3 \times \$2,500.00) + (1 \times \$3,200.00) = \$10,700.00$.

Students who include a 20-credit point unit in their enrolment should adjust the calculation of their semester tuition fees accordingly. For example:

- for an international student enrolled in the Bachelor of Human Services, the total tuition fees payable for a standard full-time enrolment of two 10-credit point units and one 20-credit point unit are $(2 \times \$2,500.00) + (2 \times \$2,500.00) = \$10,000.00$.

NOTICE OF TUITION FEES

International students are issued with invoices at the beginning of each semester of enrolment. An invoice lists the units in which a student is enrolled for a semester, the tuition fees payable for each of those units, the total of the tuition fees payable and the due date for the payment of tuition fees.

PAYING TUITION FEES

International students must pay the full amount of their tuition fees to CHC by the due date.

International students who do not pay their tuition fees by the due date can be issued with a notice of intent to report them to the Department of Education, Skills and Employment, which can result in the cancellation of their enrolment at CHC and their student visa.

⁵ OXF301 and OXF302 are elective units in the Bachelor of Arts in the Liberal Arts for which students enrol in the Oxford Summer Programme (OSP) that is available under CHC's status as an international affiliate of the USA-based Council of Christian Colleges and Universities (CCCU). Students must enrol in both units to participate in the OSP. Unit fees are set in relation to the overall program fees charged by the CCCU and include tuition, room, partial meals and all necessary expenses for official field trips, and are subject to change based upon CHC receiving updated fees advice and changes in currency exchange rates. The fees do not include international and local travel and associated costs (such as travel insurance), books, personal spending and personal medical expenses (if incurred).

⁶ The practicum units shown for the Bachelor of Counselling and Master of Counselling incur higher fees due to supervision costs.

OTHER COSTS

Some units involve other costs, separate to tuition fees and student contribution amounts, that are to be met by students. Many are associated with elective units and will be incurred only if students choose to enrol in those units; however, some costs are associated with activities that are part of core units. These costs are payable in the semesters in which the unit enrolments occur and must be paid according to the arrangements that are provided to students at the beginning of those semesters. They are not able to be deferred to FEE-HELP or HECS-HELP and are non-refundable.

The information below represents all units in which other costs may be incurred. Please refer to the document, *Units on Offer*, for the units to be offered in the current or subsequent semester.

BUSINESS

Students who enrol in the Bachelor of Business undertake work-integrated learning in the area of their major by enrolling in *BZ309 Work Integrated Learning*. Travel, accommodation and other costs may be incurred in the fulfilment of this requirement.

CHRISTIAN STUDIES

Christian Studies units may require students to engage with others at individual, community or organisational levels. Travel, accommodation and other costs may be incurred in the fulfilment of these requirements.

EDUCATION

Students may be required to attend activities such as excursions, performances, films and exhibitions. Travel, accommodation, entry fees and other costs may be incurred in the fulfilment of these requirements.

Students in initial teacher education courses complete a series of core units within the Professional Experience Program (PEP) as applicable to their courses. Costs associated with the completion of PEP units may include travel, accommodation and other living expenses. Eligible students may have access to additional income support through Centrelink when engaging in 'away' PEP units and should contact Centrelink for further information.

The *Literacy and Numeracy Test for Initial Teacher Education* (LANTITE) was introduced by the Commonwealth government to ensure that teachers are equipped to meet the demands of teaching and to provide increased confidence in the skills of graduating teachers. CHC requires that students in initial teacher education courses successfully complete LANTITE by a defined stage of their enrolment in order, either, to progress to a subsequent stage of their course or to graduate from their course. Students are informed of the requirement that applies to their course at the commencement of their enrolment. Information regarding LANTITE, including costs, the locations of testing centres, the dates of the various testing windows and the registration process, can be found at <https://teacheredtest.acer.edu.au/>.

LIBERAL ARTS

Students may be required to attend activities such as excursions, performances, films and exhibitions. Travel, accommodation, entry fees and other costs may be incurred in the fulfilment of these requirements.

Students in the Bachelor of Arts in the Liberal Arts who undertake studies in the Oxford Summer Programme (OSP) through CHC's agreement with the Council for Christian College and Universities (CCCU) will incur costs such as airfares, travel insurance, vaccinations and visas (as applicable).

MINISTRIES

Several Ministries units require students to complete specified numbers of practicum hours. Travel, accommodation and other costs may be incurred in the fulfilment of these requirements.

SOCIAL SCIENCES

Several Social Sciences units require students to engage with others at individual, community or organisational levels. Travel, accommodation and other costs may be incurred in the fulfilment of these requirements.

Several Social Sciences units require students to complete specified numbers of practicum or internship hours. Travel, accommodation and other costs may be incurred in the fulfilment of these requirements.

Students who enrol in the Bachelor of Counselling and Master of Counselling are required to complete 55 hours of pre-practicum preparations before enrolling in the first counselling practicum unit, as indicated in the following table. These amounts must be paid upfront by students to the relevant individual/organisation.

ITEM	COST
Up to 20 hours of personal counselling at CHC	Nil
At least 10 hours of personal counselling with an approved counsellor	Up to \$100 per hour
15 hours of external professional development	\$200-\$500 depending on sessions chosen
10 hours of site visits	Nil

'HELP' INFORMATION

The Commonwealth government makes available the Higher Education Loan Program (HELP) to assist eligible students to defer all or part of their unit fees. This scheme includes FEE-HELP for students in fee-paying places and HECS-HELP for students in Commonwealth supported places.

Further information regarding HELP is available in the CHC *Student Handbook* and on the CHC website (www.chc.edu.au) and *Study Assist* website (www.studyassist.gov.au).

FEE-HELP

Students in fee-paying places who are *Australian citizens, Australian permanent humanitarian visa holders or eligible New Zealand Special Category Visa holders*⁷ are eligible to access FEE-HELP.

Students in fee-paying places who are *Australian permanent residents, other New Zealand citizens or international students* are not eligible to access FEE-HELP and are required to make full payment of their tuition fees to CHC by the due date specified on the invoice.

Students in undergraduate courses who access FEE-HELP will incur a loan fee of 25% of the amount of their deferred tuition fees. The loan fee is levied by the Commonwealth government and is added to the amount of a student's HELP debt. The loan fee does not apply to postgraduate courses.

In order to remain eligible for FEE-HELP, students who undertake eight or more units in a bachelor or higher course, or four or more units in a diploma or associate degree, must pass **at least 50%** of their total attempted units. Students who do not maintain this pass rate will need to pay their tuition fees upfront to continue in their course of study unless they are able to demonstrate that special circumstances apply.

HECS-HELP

Students in Commonwealth supported places who are *Australian citizens, Australian permanent humanitarian visa holders or eligible New Zealand Special Category Visa holders*⁵ are eligible to access HECS-HELP.

Students in Commonwealth supported places who are *Australian permanent residents, other New Zealand citizens or international students* are not eligible to access HECS-HELP and are required to make full payment of their student contribution amounts to CHC by the due date specified on the invoice.

ACCESSING HELP

Students who are eligible to access HELP will be sent an email by the Department of Education, Skills and Employment that includes a link to the relevant HELP form. To access HELP, students must complete and submit this form.

Please note the following:

- HECS-HELP forms are required to be submitted at the beginning of a student's enrolment in a course of study in a Commonwealth supported place. Students who do not submit a HECS-HELP form by the census date of their first semester of enrolment in a course of study in a Commonwealth supported place will have their enrolment in that course of study cancelled.
- FEE-HELP forms are required only if a student wishes to access FEE-HELP. Students who wish to pay their tuition fees upfront are not required to submit a FEE-HELP form. If students wish to access FEE-HELP in a later semester in their course of study, they must submit a FEE-HELP form prior to the census date of that semester. FEE-HELP forms that are submitted during a student's course of study are not able to be applied retrospectively: that is, if a FEE-HELP form is not submitted at the beginning

⁷ See the [Financial Information](#) page on the CHC website for eligibility requirements for NZSCV holders.

of a student's enrolment in a course of study, any tuition fees that are accrued prior to the submission of a FEE-HELP form are not able to be deferred but must be paid upfront to CHC.

- HELP forms need be submitted only once for a student's enrolment in a course of study: that is, once submitted the forms apply to all remaining semesters of a student's course enrolment and do not need to be submitted again for subsequent semesters.
- Students who change courses of study at the same provider or who change providers must submit new HELP forms as applicable to their new course enrolment.

HELP LOAN LIMIT

From 1 January 2020, the Australian government is introducing the *combined HELP loan limit*. This is the maximum amount that students can borrow with respect to tuition fees and student contribution amounts and will include HECS-HELP, FEE-HELP, VET FEE-HELP and VET Student Loans.

Existing FEE-HELP, VET FEE-HELP and VET Student Loan debts will be carried over and count towards students' HELP loan limit. Any previous HECS-HELP debts will not be included in the HELP loan limit. From 1 January 2020 onwards, new HECS-HELP borrowing will count towards the limit.

In 2020, the HELP loan limit that applies to courses in the fields of education offered by CHC is \$106,319.00⁸.

HELP BALANCE

A HELP balance is the available borrowing capacity for HECS-HELP, FEE-HELP, VET FEE-HELP and VET Student Loans (VSL). It is calculated by subtracting the amount of current HELP debt from the HELP loan limit in a given year. For example:

- in 2020, a student with a current HELP debt of \$43,500.00 will have an available HELP balance of $\$106,319.00 - \$43,500.00 = \$62,819.00$.

Taking out a further HELP loan will reduce the available HELP balance, while making a repayment will increase the available HELP balance.

HELP balances are renewable. Students who reach the limit can make repayments on their HELP debt and access HELP until they reach the applicable HELP loan limit again.

No interest is charged on HELP debt; however, indexation is added on 1 June annually to maintain its real value by adjusting it in line with changes in the cost of living. Information on current and past indexation rates is available on the [ATO website](#).

Students can get information about their HELP balances via the following means:

- **myGov** – Students' *myGov* accounts will show how much HELP debt they owe and any repayments they have made.
- **myHELPbalance** – Students can check their HELP balances the [myHELPbalance](#) portal.

⁸ <https://www.studyassist.gov.au/help-loans/2020-loan-limit-changes>. Accessed 7 November 2019.

REPAYING HELP DEBT

HELP debt is repaid through the tax system once students earn above the compulsory repayment threshold. For the 2019-20 income year, this is \$45,881.00. A student's compulsory repayment amount is calculated by the Australia Taxation Office (ATO) as part of their annual tax assessment. Further information regarding [repayment of HELP debt](#) is available on the Study Assist website. Voluntary repayments can be made to the ATO at any time.

NON-PAYMENT OF TUITION FEES AND STUDENT CONTRIBUTION AMOUNTS

Students who do not meet their financial obligations regarding tuition fees and student contribution amounts (as applicable) may have their enrolment at CHC cancelled and will not be able to graduate from their courses of study until such time as these obligations are met.

Students can ensure that they meet their financial obligations by:

- Payment of the full amount of their tuition fees or student contribution amounts (as applicable) to CHC by the due date specified on the invoice for the relevant semester; or
- For eligible students, payment of part of the amount of their tuition fees or student contribution amounts (as applicable) to CHC by the due date specified on the invoice for the relevant semester, and deferral of the balance to FEE-HELP or HECS-HELP (as applicable); or
- For eligible students, deferral of the full amount of their tuition fees or student contribution amounts (as applicable) to FEE-HELP or HECS-HELP (as applicable).

REFUNDS AND REMITTANCE OF HELP DEBTS

Circumstances may arise in which students are eligible to claim a refund of unit fees that have been paid upfront to CHC, or to have their HELP debt remitted where unit fees have been deferred through HELP.

The conditions that must be met for eligibility, and the processes that apply to requests for refunds or the remittance of HELP debt, are described in the following CHC policy statements (as applicable), which are available on the [Policies](#) page of the CHC website:

- *Grievance Policy and Procedures for Domestic Students – Re crediting ‘HELP’ Debt and Review of Decisions;* and
- *Refunds for Overseas Students.*

STUDENT ASSISTANCE

Students are able to receive assistance with the matters described in this document via the services of the CHC Student Advocacy Officer (studentadvocacy@chc.edu.au) and CHC Student Services.

SUMMARY OF UNIT FEES

COURSE	DOMESTIC STUDENTS				INTERNATIONAL STUDENTS			
	PER UNIT	ANNUAL ⁹	UNITS	TOTAL COURSE ¹⁰	PER UNIT	ANNUAL	UNITS	TOTAL COURSE ¹⁰
Diploma of Business	1,950.00	15,600.00	8	15,600.00	2,500.00	20,000.00	8	20,000.00
Associate Degree in Business	1,950.00	15,600.00	16	31,200.00	N/A	N/A	N/A	N/A
Bachelor of Business	1,950.00	15,600.00	24	46,800.00	2,500.00	20,000.00	24	60,000.00
Graduate Certificate in Management	2,450.00	9,800.00	4	9,800.00	3,050.00	12,200.00	4	12,200.00
Graduate Diploma in Management	2,450.00	14,700.00	8	19,600.00	3,050.00	24,400.00	8	24,400.00
Master of Business Administration	2,450.00	14,700.00	12	29,400.00	3,050.00	24,400.00	12	36,600.00
EDUCATION								
Bachelor of Education (Primary)	835.00 ¹¹	6,680.00	32	26,720.00	2,500.00	20,000.00	24	80,000.00
Bachelor of Education (Secondary)	835.00 ¹⁰	6,680.00	32	26,720.00	2,500.00	20,000.00	24	80,000.00
Bachelor of Arts/ Bachelor of Education (Secondary)	835.00 ¹⁰	6,680.00	32	26,720.00	2,500.00	20,000.00	24	80,000.00
Master of Teaching (Primary)	835.00	6,680.00	16	13,360.00	3,050.00	24,400.00	16	48,800.00
Master of Teaching (Secondary)	835.00	6,680.00	16	13,360.00	3,050.00	24,400.00	16	48,800.00
Graduate Certificate in Christian Education	2,450.00	9,800.00	4	9,800.00	3,050.00	12,200.00	4	12,200.00
Master of Education	2,450.00	19,600.00	8	19,600.00	3,050.00	24,400.00	8	24,400.00
LIBERAL ARTS								
Undergraduate Certificate of Literature	312.50	1,250.00	4	1,250.00	N/A	N/A	N/A	N/A
Diploma of Liberal Arts: Foundations of Wisdom	2,000.00	16,000.00	8	16,000.00	2,500.00	20,000.00	8	20,000.00
Bachelor of Arts in the Liberal Arts	2,000.00	16,000.00	24	48,000.00	2,500.00	20,000.00	24	60,000.00
Bachelor of Arts in the Liberal Arts – OXF301, OXF302 ¹²	5,500.00	-	-	55,000.00	6,000.00	-	-	67,000.00
Graduate Certificate in the Liberal Arts	2,500.00	10,000.00	4	10,000.00	3,050.00	12,200.00	4	12,200.00
Graduate Diploma in the Liberal Arts	2,500.00	20,000.00	8	20,000.00	3,050.00	24,400.00	8	24,400.00
MINISTRIES								
Diploma of Ministry	1,800.00	14,400.00	8	14,400.00	2,500.00	20,000.00	8	20,000.00
Bachelor of Ministry	1,800.00	14,400.00	24	43,200.00	2,500.00	20,000.00	24	60,000.00
Graduate Certificate in Ministry	1,900.00	7,600.00	4	7,600.00	2,800.00	11,200.00	4	11,200.00
Graduate Diploma in Ministry	1,900.00	15,200.00	8	15,200.00	2,800.00	22,400.00	8	22,400.00
Master of Ministry Leadership	2,300.00	18,400.00	8	18,400.00	3,050.00	24,400.00	8	24,400.00
SOCIAL SCIENCES								
Diploma of Social Science	1,950.00	15,600.00	8	15,600.00	2,500.00	20,000.00	8	20,000.00
Bachelor of Human Services	1,950.00	15,600.00	24	46,800.00	2,500.00	20,000.00	24	60,000.00
Bachelor of Counselling	1,950.00	15,600.00	24	48,900.00	2,500.00	20,000.00	24	62,100.00
Bachelor of Counselling – Practicum units: CO367 ¹³	2,950.00							
Bachelor of Counselling – Practicum units: CO368, CO369, CO370 ¹³	2,650.00							
Graduate Certificate in Applied Neuroscience	2,450.00	9,800.00	4	9,800.00	3,050.00	12,200.00	4	12,200.00
Graduate Certificate in Social Science Leadership	2,450.00	9,800.00	4	9,800.00	3,050.00	12,200.00	4	12,200.00
Master of Social Science Leadership	2,450.00	19,600.00	12	29,400.00	3,050.00	24,400.00	12	36,600.00
Master of Counselling	2,450.00	19,600.00	16	41,300.00	3,050.00	24,400.00	16	50,900.00
Master of Counselling – Practicum units: CO667 ¹³	3,450.00							
Master of Counselling – Practicum units: CO668, CO669, CO670 ¹³	3,150.00							

⁹ The 'Annual' unit fee amount assumes a standard full-time load of 8 units or 80 credit points (6 units or 60 credit points for the Graduate Diploma in Management and MBA). Not all courses are offered on a full-time basis.

¹⁰ The 'Total course' unit fee amount is based on unit fees for 2020 and is indicative only. Unit fees are subject to annual review and apply to all commencing and continuing students in an academic year, not to commencing students only.

¹¹ The 'Per unit' fee amount for the initial teacher education courses is the student contribution amount for units in Funding Cluster 4 (Education). Units in other Funding Clusters may incur higher student contribution amounts.

¹² The unit fees for OXF301 and OXF302 are included in the alternative 'Total course' amount shown. The 'Annual' unit fee amount shown is based on the standard unit fees only.

¹³ The unit fees for the practicum units shown for the Bachelor of Counselling and Master of Counselling are included in the 'Total course' unit fee amounts shown. The 'Annual' unit fee amount shown is based on the standard unit fees only.