

Terms and Conditions for Students



*****Before enrolling in training, please ensure you read the following terms and conditions*****

Course Bookings

Your booking confirmation will confirm your agreement to the terms and conditions below, and the cancellation and refund policy.

- A 25% deposit is required at time of enrolment. Balance is due prior to commencement of training
- Your place within the course can not be confirmed until the 25% deposit is received
- To uphold the quality of training, there are maximum numbers of participants allowed on courses. Should bookings exceed these numbers, WA Skills Training may elect to split the course or refuse to take any further enrolments for that particular course
- Quotations are valid for 30 days. Please ensure that you book your training within 30 days of the date of the quotation

Cancellation and Refund Policy

Please consider the cancellation policy carefully before making a commitment to undertake training.

WA Skills Training does not accept liability for loss or damage suffered in the event of any cancellation. In the event of personal emergency, applications for a refund will be dealt with on an individual basis.

Possible refund options may be, but are not limited to the following methods; credit card and electronic transfers.

All requests for a refund must be put in writing and emailed to accounts@waskills.com.au.

In the event that WA Skills Training cancels the training course:

- Student/ Client will be offered alternative dates if the training is rescheduled
- If the training is not rescheduled or the dates offered do not suit the student and/or client, the student/client will be refunded in full within 5 days of the training cancellation

Course cancellation by student:

- The deposit of 25% is NON REFUNDABLE if the student cancels their booking within the 24 hours prior to commencement of the course

Non Attendance of student:

- The deposit of 25% is NON REFUNDABLE if the student does not arrive at the training centre
- If the student has made full payment of the course fees and does not attend or contact the training centre prior to the commencement of the course, 25% is NON REFUNDABLE with the balance being transferred to an alternative course date. The student will need to pay 25% of the course fee at time of rescheduling

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- If the student does not reschedule and they have made full payment of the course fee, a request for a refund will need to be put in writing and emailed to accounts@waskills.com.au. Please note only 75% of the course fee will be refunded

Student Withdrawal after course has commenced:

- Course fees are NON REFUNDABLE in this instance

Not Yet Competent:

- If a student is deemed not yet competent, they are entitled to one free assessment re-sit
- Each subsequent re-sit will attract full course fees, less Worksafe fees if applicable

Online Training cancellations and refunds:

- Once a student has been enrolled, no refund will be given due to withdrawal or cancellation – as the course is deemed commenced
- A \$45.00 NON REFUNDABLE administration fee is included in the cost of each online unit
- The \$45.00 administration fee will be held if the student withdraws their application or is not eligible for the required upgrade
- There will be no refund once a student has been enrolled and their login details have been sent
- Students who are unsuccessful after one attempt will need to attend the face-to-face refresher and will be charged the full refresher enrolment fee

RPL cancellations and refunds:

- RPL evaluation of evidence costs are NON REFUNDABLE.