

This policy applies to all international students of Niche Education Group Pty Ltd (Niche), including all divisions of Niche (Australasian Academy of Cosmetic Dermal Science, Australian College of Beauty Therapy and Australian College of Specialist Make-Up) and all students where a third party service provider undertakes delivery and assessment of training.

Overseas students must pay the **stated fees** two weeks prior to each semester. These fees comprise each semesters tuition and registration fee and Niche will issue a **Confirmation of Enrolment**. This refund policy applies to each semester enrolled at Niche.

All withdrawals from a unit or course of study must be received in writing to the Niche Enrolment Officer enrolments@aacds.edu.au. A student's request for withdrawal will not be effective until the date it has been received in writing. Note the date of receipt is important in determining a student's eligibility for and the amount of a refund of fees.

A refund will be arranged within four weeks of receiving a written claim* from the student. The written claim for the refund must be received by Niche within 6 months after the students default. The refund is paid directly to the person who enters into the contract with Niche in the same currency in which the fees were paid (unless payment in the currency is not practical).

A refund will be arranged in the following circumstances:

Circumstance	Refund Entitlement
Student application for student visa is unsuccessful <ul style="list-style-type: none"> • Before semester/education service commences 	<ul style="list-style-type: none"> • Refund of tuition fees paid minus an administration fee of \$250.00
Student with a student visa withdraws prior to commencement of semester classes: <ul style="list-style-type: none"> • More than 10 weeks before semester/education service commences • More than 4 weeks and up to 10 weeks before semester/ education service commences • 4 weeks or less before semester/education service commences 	<ul style="list-style-type: none"> • Full Refund of the total tuition fees paid less administration fee • Refund 70% of tuition fees paid less administration fee • Refund of 40% of the total tuition fees less administration fee
Student withdraws after the commencement of semester classes: <ul style="list-style-type: none"> • During the first four weeks of semester classes at the college • After the end of the fourth week of semester classes at the college 	<ul style="list-style-type: none"> • Refund of 30% of the total tuition fees for the semester less administration fee • No refund of tuition fees paid for the semester
Any fees paid for subsequent semesters	<ul style="list-style-type: none"> • Refunded minus an administration fee of \$250.00

Circumstance	Refund Entitlement
If after the commencement of semester classes Niche is forced to withdraw a student from a course due to student default including serious breach of international student visa conditions or Niche or its third party service provider's Policies and Procedures including misbehavior or the student fails to pay an amount he or she is liable to pay the provider, directly or indirectly, in order to undertake the course.	<ul style="list-style-type: none"> No refund of current semester fees. Any fees paid for subsequent semesters will be refunded, minus an administration fee of \$250.00
If a provider withdraws offer, fails to provide a program offered or terminates an Education Service before semester/education service commences or after semester education service commences	<ul style="list-style-type: none"> The provider default provisions of the Commonwealth ESOS ACT 2000 apply (see below for details)

In the following circumstances student refunds are covered by the ESOS Act 2000 and the ESOS Regulations 2001:

- If the course does not commence on the agreed starting date.
- If the course ceases to be provided at any time after it starts, but before it is completed.
- If the course is not provided in full to the student, because of any sanctions imposed upon the registered provider.

In the unlikely event that Niche is unable to deliver your course in full, you will be offered a refund of all the course money you have paid to date. The refund will be paid to you within 2 weeks of the day on which the course ceased being provided. Alternatively, you may be offered enrolment in an alternative course by Niche at no extra cost to you.

You have the right to choose whether you would prefer a full refund of course fees, or to accept a place in another course. If you choose placement in another course, we will ask you to sign a document to indicate that you accept the placement.

If Niche is unable to provide a refund or place you in an alternative course the Australian Tuition Protection Scheme (TPS) Director will place you in a suitable alternative course at no extra cost to you.

Finally, if the Tuition Protection Scheme (TPS) Director cannot place you in a suitable alternative course, the TPS will refund you the tuition fees you have paid for the part of the course that you haven't yet received.

*The refund policy does not remove the right to take further action under Australia's consumer protection laws. Niche Academic and Non-Academic Grievance Policy and Procedure do not circumscribe the student's right to pursue other legal remedies.

Niche encourages all prospective students to read through the **Dispute Resolution** section included in the Academic and Non-Academic Grievance Policy and Procedure document.

This document can be found on our website www.nicheeducation.com.au or from Niche campuses.

