



Enrolment Fee

\$250.00

The enrolment fee applies to all fee-for-service courses and recognition processes. It is the non-refundable component of the course fees to secure your place.

Payment Terms

Where the total course cost is under \$1500, full payment is required immediately upon enrolment.

Where the total course cost is over \$1500, students are required to pay \$1500 upon enrolment and will be invoiced for further \$1000 increments (or part thereof) in 3 monthly instalments until the full course cost is paid. Credit and payment plans may be available upon application and approval.

Funded Programs - Queensland



We are proud to be a Queensland Government Skills Assure supplier for Career Start and Career Boost.

Career Start – General Training

Qualification

BSB30120 Certificate III in Business

SIT20322 Certificate II in Hospitality

SIT30622 Certificate III in Hospitality

Career Start Eligibility for General Training Pathways

- Eligible Students must meet the following criteria:
- be a permanent Queensland resident;
- be an Australian citizen, or Australian permanent resident (includes humanitarian entrant), or temporary resident with the right visa and work permits on the pathway to permanent residency, or a New Zealand citizen;
- not currently be enrolled in a Qualification;
- not have previously completed a certificate III or higher-level Qualification within the last 10 years for a general training pathway; and
- not exceed a maximum of two government-funded apprenticeships/traineeships within a 10-year period.

How much will you pay?

The government will pay a portion of the training costs for your course directly to Blueprint Career Development. Students are required to pay a co-contribution fee of \$10.00 per unit (non-concessional) or \$5.00 (Concessional)

Career Boost – General Training

Qualification

CHC41215 Certificate IV in Career Development*

Career Boost Eligibility for General Training Pathways

- Eligible Students must meet the following criteria: Aged 15 years or older;
- Not be a school student;
- Be a permanent Queensland resident;
- Be an Australian citizen, or Australian permanent resident (includes humanitarian entrant), or a temporary resident with the right visa and work permits on the pathway to permanent residency, or a New Zealand citizen;
- Not already have a Certificate IV or higher qualification (including tertiary qualification) completed within the last 10 years (qualifications started as a school student, and foundation skills qualifications, do not count).
- Not be enrolled in any other qualification, whether funded or unfunded, except for foundation skills qualifications. *Students must be an Existing Worker in the Community Services and Health industry

Career Start - Traineeships

Applies to full-time, part-time and school based trainees	# Units	Government Contribution
BSB30120 Certificate III in Business	13	\$3075
SIT20322 Certificate II in Hospitality	12	\$3460
SIT30622 Certificate III in Hospitality	15	\$4470
SIT20122 Certificate II in Tourism	11	\$3320

*A student or employer contribution fee also applies to traineeships funded through Career Start, with the exemption of School-Based Traineeships (SATs). This fee is charged at \$1.60 per nominal hour student contribution, no fee is applicable if a unit is credit transferred. Partial and full student fee exemptions may apply.** Nominal hours are determined using the NCVER Nominal Hours calculator or the Victorian Purchasing Guide. Nominal hours are checked quarterly.*

Eligible Students must meet the following criteria:

- are currently employed as a Queensland apprentice or trainee (under a registered training contract) in an eligible apprenticeship or traineeship Qualification through this Program;
- not currently be enrolled in a Qualification;
- not have previously completed a certificate III or higher-level qualification within the last 10 years for a general training pathway; and
- not exceed a maximum of two government-funded apprenticeships/traineeships within a 10-year period.

Students will be funded a maximum of two government funded apprenticeships/traineeships across the School-based Apprenticeships and Traineeships (SATs), Career Start and Career Boost Programs. The two apprenticeships/traineeships can be undertaken in this Career Start Program.

Students can receive funding for only one apprenticeship or traineeship at a time. If two training contracts are registered at the same time, the contract with the earliest start date will qualify for funding, provided all other eligibility requirements are met. Existing workers and part-time staff may be eligible for Federal Government incentives to offset the higher training costs. Please ask us to help determine eligibility and therefore give an accurate quote.

Fee for Service – Qualifications and Courses

	# Units	Price per unit	Full Course
10939NAT Certificate II in Self-Awareness and Development	12	N/A	\$390 - \$1,800
11334NAT Certificate III in Personal Empowerment	8	\$400	\$2,995 \$3,200
BSB10120 Certificate I in Workplace Skills	6	\$200	\$350 – \$1200
BSB20120 Certificate II in Workplace Skills	10	\$250	\$375 – \$2500
BSB30120 Certificate III in Business	13	\$325	\$1,625 - \$4,225
SIS10122 Certificate I in Sport and Recreation	6	\$200	\$350 – \$1200
SIS20321 Certificate II in Sport Coaching	7	\$250	\$375 – \$1750*
SIS30521 Certificate III in Sport Coaching	10	\$325	\$1000 – \$3000*
SIT10222 Certificate I in Hospitality	6	\$200	\$1200
SIT20322 Certificate II in Hospitality	12	\$250	\$1,500 - \$3,000*
SIT30622 Certificate III in Hospitality	15	\$325	\$1,875 - \$4,500 *
SIT20122 Certificate II in Tourism	11	\$250	\$1,375 - \$2,750
CHC14015 Certificate I in Active Volunteering	5	\$200	\$350 – \$1000
CHC24015 Certificate II in Active Volunteering	7	\$250	\$375 - \$1,750*
CHC41215 Certificate IV in Career Development	13	\$325	\$1,950- \$4,225
CHCSS00108 Career Development Skill Set	6	N/A	\$1,500 - \$1,950

TAE40122 Certificate IV in Training and Assessment

<ul style="list-style-type: none"> Public Full Course (Delivery units conducted in the workplace) – 10 days F2F Workshops <ul style="list-style-type: none"> Additional \$650 fee for Delivery units conducted at Blueprint Head office 3 days F2F Workshops 	12	\$325	\$3245
<ul style="list-style-type: none"> Accelerated Teacher Program (inc. up to 5 x F2F classes or live Zoom Workshops) 	12	N/A	\$1,990
<ul style="list-style-type: none"> Recognition of Prior Learning (RPL) 	12	\$325	\$3,895

Upgrade to TAE40122 (from TAE40110 or TAE40116)

• Going Solo - TAE40122 via RPL and CT	12	N/A	\$895
• Guided Upgrade - TAE40122 via RPL, CT and 1 live Gap Training workshop	12	N/A	\$1195

TAE Skill Sets:

• TAESS00019 Assessor Skill Set	3	\$325	\$1,225
• TAESS00021 Facilitation Skill Set	2	\$325	\$900
• TAESS00024 VET Delivered to School Students Teacher Enhancement Skill Set	5	\$325	\$1450 - \$1625
• TAESS00026 Foundation Skills Integration Skill Set	3	\$325	\$1,225
	1 CT		\$700
	2 CT		\$400
• TAESS00028 Work Skill Instructor Skill Set	2	\$325	\$900

Qualifications and courses may be offered online, through correspondence, classroom, blended learning, credit transfer or RPL modes. Concession rates and/or government funding may apply to some qualifications. Contact us for specific information.

** Vocational placement is mandatory if students are not employed in the relevant industry. Additional charges may apply for workplace assessment.*

***Discount of \$100 applies for an upfront payment.*

****Higher cost may apply for courses in other regions outside Brisbane.*

Recognition and Credit Transfer

Credit transfer

Credit transfers are processed at no charge for students already enrolled in the qualification for which they require credit transfers as part of the entry requirement, such as the TAE40116 to TAE40122 upgrade. Where credit transfers are not factored into the full qualification, the remaining course price will be calculated as the total of the individual cost of the remaining units and \$50 per unit credit transferred, up to a maximum of \$200. The Enrolment fee of \$250 still applies for qualifications issued where all units of competency are credit transferred.

Recognition of Prior Learning (RPL)

RPL is ideal for people with the knowledge, skills, formal training (e.g., professional development workshops), work and life experience to demonstrate competence in specific areas of expertise. Many units can be assessed for RPL using documentary evidence, interview questions and video or audio. However, highly skill-centred units may require workplace observation.

Where no individual prices are listed, the cost of RPL is the same as the course fee, including a \$250 enrolment fee. In some instances, workplace observation may be required. This can be arranged at an additional charge of \$150 per hour. Please note that rural and remote locations may incur additional charges, and, in some cases, we may not be able to provide workplace observation services.

Reissuance of Certification

Past students may obtain a copy of their certification for \$50 for re-issuance.

Copies of Assessment Evidence

Students are advised to retain copies of their completed assessments as we retain submitted work for compliance. If students request a copy of their submitted work, a fee of \$150 plus 20 cents per page of photocopying or scanning will be charged.

Non-Accredited Programs

Blueprint Career Development offers a range of professional development and non-accredited programs. Topics include Business Etiquette, Conflict Resolution, Proposal Writing, Human Resource Management, Coaching and Mentoring, Using social media Professionally, Sales Fundamentals, Teambuilding, and many more. These are delivered in workshops, online and through correspondence at competitive rates ranging from \$100 to \$300 per person. For more information, please visit our website at www.blueprintcd.com.au or call 1300 851 550.

Refunds

Fee for service

The enrolment fee is non-refundable if Blueprint Career Development accepts a student and then elects not to participate in the program. If an applicant does not meet enrolment criteria or Blueprint Career Development cannot provide the services requested, the full enrolment fee will be refunded.

- Blueprint will provide a full refund if the participant cancels attendance at least five (5) days before the course date.
- Blueprint will provide a 50% refund if the participant cancels attendance with at least 48 hours' notice prior to the course date.
- Blueprint is not required to provide a refund if a participant cancels attendance with less than 48 hours' notice before the course date or does not attend.
- The cost of the course will be refunded in full if the course is cancelled by Blueprint and is not rescheduled and
- Blueprint will accept the substitution of attendees free of charge at any time.

Career Start and Career Boost

1. If the Student cancels prior to the commencement of training and the student has paid. Co- Contribution fees, a full refund will be paid for any monies paid in advance.
2. If training in a unit of competency has commenced but not been fully completed prior to withdrawal, then a proportionate refund will be given to the student. The proportionate refund will be equal to 50% of the Student Co-contribution fee paid for that unit of competency.
3. Students receive a full refund for any unit/s of competency where training has not yet commenced.
4. Where there has been a change to any elective unit of competency resulting in a reduction in Nominal Hours, the Student Co-contribution fee will be re-calculated, and Students will be refunded any overpaid amount.

Please note: Cancellation of enrolment relates to the following instances:

- cancellation of training contract ending the apprenticeship/traineeship
- replacement of SRTTO
- change of elective unit of competency.

Students are not required to request a refund should any of the above situations occur. Blueprint Career Development will automatically calculate the refund and notify the student/client with the amount and a request for bank details for the account that the refund is to be deposited. Where the employer has paid on behalf of the student, the above rules will apply, and the employer will be refunded for any training not yet commenced.

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