

## UNITY TRAINING SERVICES FEES AND REFUNDS POLICY

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### Fee Structure for enrolments after completion of Introductory to Safety and Health Representative Course

Unity Training Services offers all participants of the WorkSafe accredited Introductory to Safety and Health Representatives the opportunity to gain 5 units of competency of the Nationally Recognised Training qualification BSB30715 Certificate III in Work, Health and Safety by a Statement of Attainment. The fee for the assessment is \$300.00

### Fee Structure for enrolments that have not completed the Introductory to Safety and Health Representatives Course

For those learners who do not attend the 5 day WorkSafe accredited Introductory to Safety and Health Representatives Course and want to gain the 5 unit Statement of Attainment in Certificate III in Work, Health and Safety. The fee for the course and assessment is \$990.00

Unity Training Services guarantees all participants who commence the 5 units in the Statement of Attainment that we will continue to train until completed within 6 months.

### Refund Policy

Where Unity Training Services cancels a class:

- Students are entitled to a full refund or transfer of funds to a future training program.

Where a student wishes to cancel a booking prior to course commencement:

- The student must provide 10 days' notice in writing to obtain a full refund. Unity Training Services will not refund fees paid in advance unless this notice is provided.

The following percentage of refund will apply to all training cancellations:

- Where 20% or less of the course has been provided to the student a 100% refund less \$200.00 admin fee will apply.
- Where less than 50% of the course has been provided to the student a 50% refund less \$200.00 admin fee will apply.
- Where 50% or more of the course has been provided to the student no refund will apply

Fees and refunds are payable by direct credit payments.