

## STATEMENT OF TUITION ASSURANCE

Under the provisions of the Higher Education Support Act 2003 (HESA) and the associated Higher Education Standards Framework 2015 the Australian College of Christian Studies Limited, hereafter called ACCS, (the First Provider) is required to provide a tuition assurance arrangement for Australian citizens or holders of an Australian permanent humanitarian visa who are enrolled in higher education courses it offers. This requirement is to protect students in the event that ACCS ceases to provide a course of study in which a student is enrolled. The meaning of 'ceasing to provide a course of study' is set out in the HEP Guidelines found at <http://www.comlaw.gov.au/Details/F2008C00061>

In the event that ACCS ceases to provide a course of study in which a student is enrolled the student is entitled to a choice of:

- a. an offer of a place in a similar course of study with a Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units (this is known as the "**Course Assurance Option**"), OR
- b. a refund of his or her up-front payments for any unit of study that the student commences but does not complete because ACCS ceases to provide the course of study of which the unit forms part (this is known as the "**Student Contribution/Tuition Fee Repayment Option**")

ACCS has met the tuition assurance requirements of the HESA through a Course Assurance Deed of Guarantee and a Tuition Fee Repayment Deed of Guarantee from Stewards Foundation of Christian Brethren.

Contact details for Tuition Assurance arrangements are:

Stewards Foundation of Christian Brethren (SFCB)  
2 Derwent Street  
South Hurstville NSW 2221  
Phone 1300 728 227

### Course Assurance Option

If ACCS ceases to provide a course of study, SFCB will send a student enrolled in the course of study a Written Tuition Assurance Offer (the Offer) advising the student of the options available under the tuition assurance requirements. The Offer will include directions that the student must follow in order to notify SFCB of the choice they have made for each affected unit. SFCB will provide this Offer within twenty business days after it knows, or should know by reasonable enquiries that ACCS has ceased to provide the course or study.

The following alternative course/s of study will be offered in the event that ACCS is unable to deliver its higher education courses:

| ACCS Course                  | ACCS Award                   | Perth Bible College<br>Alternative Course           | Perth Bible College<br>Alternative Award           |
|------------------------------|------------------------------|---|--|
| Bachelor of Ministry         | Bachelor of Ministry         | Bachelor of Ministry                                | Bachelor of Ministry                               |
| Associate Degree of Ministry | Associate Degree of Ministry | Advanced Diploma of Ministry                        | Advanced Diploma of Ministry                       |
| Diploma of Theology          | Diploma of Theology          | Diploma of Theology                                 | Diploma of Theology                                |
| ACCS Course                  | ACCS Award                   | Sydney College of<br>Divinity<br>Alternative Course | Sydney College of<br>Divinity<br>Alternative Award |
| Bachelor of Ministry         | Bachelor of Ministry         | Bachelor of Ministry                                | Bachelor of Ministry                               |
| Bachelor of Theology         | Bachelor of Theology         | Bachelor of Theology                                | Bachelor of Theology                               |
| Diploma of Theology          | Diploma of Theology          | Diploma of Theology                                 | Diploma of Theology                                |

| ACCS Course                        | ACCS Award                         | Tabor College Alternative Course          | Tabor College Alternative Award           |
|------------------------------------|------------------------------------|---|---|
| Bachelor of Social Science         | Bachelor of Social Science         | Bachelor of Applied Science (Counselling) | Bachelor of Applied Science (Counselling) |
| Bachelor of Ministry               | Bachelor of Ministry               | Bachelor of Ministry                      | Bachelor of Ministry                      |
| Bachelor of Theology               | Bachelor of Theology               | Bachelor of Theology                      | Bachelor of Theology                      |
| Associate Degree of Social Science | Associate Degree of Social Science | Bachelor of Applied Science (Counselling) | Bachelor of Applied Science (Counselling) |
| Diploma of Theology                | Diploma of Theology                | Diploma of Theology                       | Diploma of Theology                       |

A student is not obliged to enrol in a course of study with a Second Provider offered by SFCB under the Course Assurance Option. However, if he/she enrolls with any other provider there is no obligation on that provider to offer full credit transfer for the units of study completed with the ACCS or to offer a replacement/s unit free of charge. Alternatively students may select the Tuition Fee Repayment option.

### **Student Contribution/Tuition Fee Repayment Option**

If a student chooses the Student Contribution/Tuition Fee Repayment option, SFCB undertakes to pay the student the total of any up-front payments already paid by the student for any units of study the student has commenced but not completed. Students selecting this option will also receive FEE-HELP balance/s re-credited for uncompleted units.

Enquiries in relation to this statement should be directed to:

The Registrar  
 Australian College of Christian Studies Ltd  
 PO Box 1015,  
 Miranda NSW 1490  
 Ph: 02 9522 9300  
 Email: [registrar@ccs.edu.au](mailto:registrar@ccs.edu.au)

This Statement of Tuition Assurance shall be made public to students on the ACCS website at [www.ccs.edu.au](http://www.ccs.edu.au) Students are also advised that the Statements of Tuition Assurance are contained in the Student Handbook.