

# Statement of Tuition Assurance [TAS] for ALC students and intending students

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## Introduction

Australian Lutheran College [ALC] is an approved Higher Education Provider [HEP] under the *Higher Education Support Act [HESA] 2003* in November 2004. The College now utilises the Commonwealth Government FEE-HELP [higher education assistance program] funding to assist ALC students in pursuing their education at ALC.

Under the provisions of the *Higher Education Support Act 2003 [HESA]* and the associated Higher Education Provider [HEP] Guidelines Australian Lutheran College [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 a student in the event that Australian Lutheran College 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 [[http://www.backingaustraliasfuture.gov.au/guidelines/hep\\_guide.htm](http://www.backingaustraliasfuture.gov.au/guidelines/hep_guide.htm)].

## Tuition Assurance Arrangements

In the event that Australian Lutheran College 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 Australian Lutheran College ceases to provide the course of study of which the unit forms part [this is known as the "**Student Contribution/Tuition Fee Repayment Option**"].

If Australian Lutheran College ceases to provide a course of study, the Secretariat of the General Church Council of the Lutheran Church of Australia Inc. [the Secretariat GCC] 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 the Secretariat GCC of the choice they have made for each affected unit. The Secretariat GCC will provide this offer within twenty *Business Days* after it knows, or should know by reasonable enquiries that Australian Lutheran College has ceased to provide a course of study.

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## Course Assurance Option

Australian Lutheran College has met the course assurance requirement of the HESA through a Course Assurance Deed of Guarantee with the Lutheran Church of Australia Inc. [LCA Inc.] If Australian Lutheran College is unable to provide a course of study [courses listed below] LCA Inc. will make all the arrangements necessary to ensure that a student enrolled in that course of study is able to enrol in a similar course of study with another higher education provider [the 'Second Provider'], as follows:

<b>Australian Lutheran College</b> (The First Provider) Course	Qualification to which <b>Australian Catholic University</b> Course Leads
Graduate Diploma of Theology in Education [ID:39966]	Graduate Diploma in Religious Education
Graduate Diploma of Theology in Faith Community Nursing [ID:39965]	Graduate Diploma in Arts (Theology)
# Master of Education Studies	Master of Education (coursework)
Master of Education [ID:39968]	Master of Education (coursework)
+ Master of Education (Research) [ID:40675]	New (under negotiation)
+ Graduate Certificate in Education [ID:40679]	New (under negotiation)
+ Graduate Certificate in Religious Education [ID:40680]	New (under negotiation)
+ Diploma in Theology (Education) [ID:40677]	New (under negotiation)
# = discontinued - No new enrolments	
+ = to be added	

<b>Australian Lutheran College</b> (The First Provider) Course	Qualification to which <b>Adelaide College of Divinity Inc./Flinders University</b> Course Leads
Diploma in Theology [ID:39967]	First year of Bachelor of Ministry
Bachelor of Theology [ID:36732]	Bachelor of Ministry or Flinders Bachelor of Theology
Bachelor of Theology Honours [ID:36733]	Flinders Bachelor of Theology Honours
Bachelor of Ministry [ID:36735]	Bachelor of Ministry
Bachelor of Theology/Bachelor of Ministry [ID:36734]	Bachelor of Theology and Bachelor of Ministry *
Master of Theology [ID:36736], Master of Ministry [ID:36737]	Master of Ministry, Master of Theological Studies and Master of Theology
	* Note: The ACD does not have a combined BMin/BTh degree; however, a student who has completed the ACD BMin (3 years full time) could proceed to the Flinders University Master of Theological Studies (2 years full time)
+ Diploma in Theology (Counselling) [ID:40678]	New (under negotiation)
+ Doctor of Ministry [ID:36739]	(under negotiation)
+ Doctor of Theology [ID:36738]	(under negotiation)

If a student accepts a place in a course of study with a Second Provider offered by LCA Inc. he/she will receive full credit for units of study completed towards the same or comparable qualification with the Second Provider without any requirement to pay the Second Provider any student contribution or tuition fee for any replacement units.

The Second Provider nominated by the LCA Inc. may have different contribution amounts or tuition fees to the amounts or fees the student would have paid for units of study which were part of the course of study the Australian Lutheran College ceased to provide.

A student is not obliged to enrol in a course of study with a Second Provider offered by the LCA Inc. under the Course Assurance Option. However, if he or 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 Australian Lutheran College or to offer a replacement/s unit free of charge.

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

Australian Lutheran College has met the Student Contribution/Tuition Fee Repayment Option requirement through a Repayment Deed of Guarantee with the Lutheran Church of Australia Inc. [LCA Inc.].

If a student chooses the Student Contribution/Tuition Fee Repayment Option, LCA Inc. 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 get SLE or FEE-HELP balance/s recredited for uncompleted units.

### **Access to Tuition Assurance Information**

The Statement above, which is provided as a part of the enrolment procedures, as well as course information, including details of Unit descriptions and Assessment information, may all be found in the ALC *Handbook* and on its website:

<http://www.alc.edu.au/admissions/handbook/index.asp>

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