



TRAINING & PROFESSIONAL DEVELOPMENT FEE SCHEDULE

Enrolment Fee

\$195.00

The enrolment fee applies to all courses, RPL Workplace Assessment, RPL Evidence Assessment and prerequisite programs except Traineeships, Nutrition & Menu Planning, Safe Food Handling and single unit purchases.

Re-enrolment of ECTARC students

\$50.00

Any student, trainee or apprentice that completes an ECTARC course or ECTARC prerequisite program is invited to enrol in a higher qualification for a re-enrolment fee of \$50.00. The normal course enrolment fee of \$195.00 will not apply.

Children's Services Distance Study Programs

	<i>No of units</i>	<i>Price of unit</i>	<i>Total Cost</i>	<i>First Aid component to be completed</i>
Certificate III in Children's Services (CHC30708)	14	\$175	\$2450	+ Senior First Aid
Diploma of Children's Services (Early childhood education and care) (CHC50908)	18	\$175	\$3150	
Advanced Diploma of Children's Services (CHC60208)	13	\$175	\$2275	
Certificate IV in Children's Services (Outside school hours care) (CHC41208)	15	\$175	\$2625	+ Senior First Aid
Diploma of Children's Services (Outside school hours care) (CHC51008)	18	\$175	\$3150	
Certificate II in Community Services (CHC20108)	11	\$175	\$1925	

NSW Traineeship Programs

Certificate III in Children's Services - New Entrant	\$436	Annual fee paid by student. Delivered by distance study.
Certificate IV in Children's Services (Outside school hours care) - New Entrant	\$436	Annual fee paid by student. Delivered by distance study.
Certificate IV in Children's Services (Outside school hours care) - Existing Worker	\$2500	Employer is required to pay this fee which is offset by employer incentives received from the government.
Diploma of Children's Services (Early childhood education and care) - New Entrant	\$436	Annual fee paid by student. Delivered by distance study.
Diploma of Children's Services (Early childhood education and care) - Existing Worker	\$3300	Employer is required to pay this fee which is offset by employer incentives received from the government.

QLD Traineeship & Apprenticeship Programs

Certificate III in Children's Services - New Entrant	\$345-995	Annual fee paid by student. Price differs depending on electives chosen. Delivered face to face at the service.
Certificate III in Children's Services - Existing Worker	\$2800	Employer is required to pay this fee which is offset by employer incentives received from the government. Delivered face to face at the service.
Diploma in Children's Services (Outside school hours care) - New Entrant or Existing Worker	\$3150	Employer is required to pay this fee which is offset by employer incentives received from the government. Delivered face to face at the service.
Diploma of Children's Services (Early childhood education and care) - New Entrant or Existing Worker	\$568-1625	Fee paid by student. Price differs depending on electives chosen. Delivered face to face at the service.

Please note: Price can vary based on the number of units required to be completed. Exemptions can apply to traineeship and apprenticeship programs. Please call ECTARC for accurate quote on fees.

Funded Programs

For current funded training opportunities visit the *Funded Training* page at www.ectarc.com.au or call the ECTARC Funded Programs Coordinator.

Single Unit Distance Study Programs

	No of units	Price of Unit
Statement of Attainment in Nutrition & Menu Planning	1	\$190
Statement of Attainment in Safe Food Handling	1	\$190
Food Safety Supervisors Program package		\$275
<u>Please note:</u> If you have completed a Statement of Attainment in Safe Food Handling an upgrade program to attain the Food Safety Supervisor qualification is available for \$190.00 .		
Statement of Attainment in CHCCHILD401A Identify and respond to children and young people at risk	1	\$190
CHCIC501A Manage children's services workplace practice to address regulations and quality assurance	1	\$190

Staff Development - Single Units

\$190

Single units may be studied to meet children's services regulations, quality improvement and accreditation requirements, as well as for professional development purposes. 'Provide Care for Babies', 'Contribute to OHS processes' and 'Interact Effectively with Children' are some of the many units available. A Statement of Attainment for each unit is given on completion. Contact ECTARC or visit www.ectarc.com.au for a list of units. Please note: in the new Children's Services programs there may be prerequisite units required to be completed before study can be commenced for some of the higher qualification units. *No enrolment fee payable if purchasing one unit.* **Price to study one single unit is \$190.00**

Management Programs

	No of units	Total cost
Certificate IV in Frontline Management (BSB40807)	10	\$1750
Certificate IV in Training and Assessment – delivered as a face to face program (NSW only) POA		

Recognition of Prior Learning (RPL) - Skills Recognition Pathway

RPL Workplace Assessment

The RPL Workplace Assessment process is best suited for people who feel they have the skills to meet all or most units of competency from a particular program. Applicants must have a minimum of 5 years full time industry experience. Applicants must provide a comprehensive submission as part of the assessment process. RPL Workplace Assessment also involves a supervised personal assessment in the workplace by an ECTARC Training and Development Officer. For more information call ECTARC for a copy of the RPL Handbook.

RPL Workplace Assessment Enrolment Fee	\$195
RPL Workplace Assessment Handbook	\$60
RPL Workplace Assessment – Certificate III in Children’s Services (14 units). This fee includes the final assessment visit. A current Senior First Aid certificate is required - this is an additional cost to the student and must be obtained from an accredited first aid training provider.	\$1470
RPL Workplace Assessment – Certificate IV in Children’s Services (Outside school hours care) (15 units). This fee includes the final assessment visit. A current Senior First Aid certificate is required - this is an additional cost to the student and must be obtained from an accredited first aid training provider.	\$1575
RPL Workplace Assessment – Diploma of Children’s Services (Early childhood education and care) (18 units). This fee includes the final assessment visit. Please note: 12 core units from the Certificate III in Children’s Services must be completed before undertaking the Diploma of Children’s Services (Early childhood education and care) RPL Workplace Assessment. These units can be completed by RPL Workplace Assessment.	\$1890
RPL Workplace Assessment – Diploma of Children’s Services (Outside school hours care) (18 units). This fee includes the final assessment visit. Please note: 12 core units from the Certificate IV in Children’s Services (Outside school hours care) must be completed before undertaking the Diploma of Children’s Services (Outside school hours care) RPL Workplace Assessment. These units can be completed by RPL Workplace Assessment.	\$1890
RPL Workplace Assessment – Advanced Diploma of Children’s Services (13 units). This fee includes the final assessment visit.	\$1365

RPL Evidence Assessment

RPL Evidence Assessment is best suited for people who would like to apply for recognition of current competency for one or a couple of units of competency. This is ideal for people who have been in the industry less than 5 years but who may have the skills, formal training (e.g. professional development workshops) or work experience to be competent in certain areas. For more information call ECTARC for a copy of the RPL Information Guide.

Assessment for RPL Evidence Assessment (<i>per unit cost</i>)	\$105
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Enrolling

ECTARC offers a simple, affordable way to study. To enrol with ECTARC an Enrolment Fee is required to be paid when commencing study. Traineeship, Safe Food Handling, Nutrition & Menu Planning and workshop students are exempt from paying the enrolment fee. The enrolment fee and initial program payment fee must be received with a completed enrolment form before the first set of units will be forwarded to a student.

Payments

ECTARC has an **easy payment system that allows students to purchase one unit at a time as they progress through a program**. A maximum of 6 units can be purchased at one time for those studying qualifications. A maximum of 3 units can be purchased when undertaking Recognition of Prior Learning Assessment. Fees can be paid by cheque, credit card or money order. Units can be ordered over the telephone with a credit card. Cash will be accepted if payment is made at the ECTARC head office in Warrawong. The fee schedule for all programs is outlined on the inside of this brochure.

Please note: Management reserves the right to change program and unit fees listed in this brochure without notification. Any fee increments will apply to existing students.

Refund Policy

The Enrolment Fee is non refundable, except where an applicant does not satisfy the enrolment criteria, in which case it will be refunded in full. If a student is accepted by ECTARC and then elects not to participate in the program then the enrolment fee is non refundable.

ECTARC will offer clients refunds on fees paid in the following circumstances:

- *If program units are returned in good condition within 30 days of purchase - refund less a 20% administration fee*
- *Where a student has overpaid the enrolment fee/unit charges – full refund of the difference*
- *Where a program is cancelled by ECTARC – full refund*

In the event that a refund is given, all refunds will be forwarded to the student within 2 weeks.

Assessment Submission Requirements

Students must submit at least one assessment task within a 12 month period or their account will be made inactive. To re-activate their program a student will be required to pay another \$50.00 re-enrolment fee.

Contact Details

New South Wales - Head Office

Telephone: 02 4223 1111

Email: info@ectarc.com.au

Queensland Office

Telephone: 07 3345 8272

Email: qld.ectarc@bigpond.com

*Illawarra Area Child Care manages
ECTARC & 10 early childhood services*



early childhood services and training