Terms and Conditions

Fees and Refunds

All of our training courses attract fees, as detailed on our web site. These prices are subject to change. All course fees are invoiced at the enrolment stage and once the invoice is paid, you can proceed to commence the course.

Fee Structure

Information on fees is available through our website. This information includes:

• Course fees plus any other additional costs

• Payment terms, including the timing and amount of fees to be paid

Fees are payable upon commencement of the online portion of the assessment for each course being undertaken. Payment can be made by credit card. As an RTO we will not collect fees of more than $1500 in advance.

Course Fees – White Card

The following prices are our standard prices per leaner (Please note that in some cases prices may be reduced for promotional reasons):

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<tbody>
<tr>
<td>Construction White Card</td>
<td>$59.00</td>
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<tr>
<td>Replacement White Card</td>
<td>$35.00</td>
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<tr>
<td>Paper Statement of Attainment</td>
<td>$10.95</td>
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Refund Policy

Building Upskills will safeguard participant fees and has a refund policy that is fair and equitable.

We will refund 100% of your payment if you make a reasonable case that we have misrepresented the course or qualification. Please take into account all information provided on our website, including the FAQ, course information resources, and Learner Handbook when considering applying for a refund.

A refund under the above circumstances will also incur the cancellation of any certificates, qualifications, statements, transcripts, testamurs or any other record of results pertaining to the refund. In the case of the Construction Induction White Card, the physical card is required to be returned to us, to allow us to forward the card back to the issuing state government agency.

When choosing a RTO and Training to undertake carefully consider the accreditation and recognition of their qualifications before enrolling into any course. BUS has detailed information regarding the training offered including Nationally Recognised Training and other training on the BUS website on the Course Information pages.

It is important to note that employers have full discretion regarding qualifications they will accept and in some cases they will not accept qualifications regardless of the status of recognition/accreditation in your state or territory, therefore it is the responsibility of the employer and employee to communicate this information independently of BUS.

If there has been any overpayment the learner will be refunded 100% of the amount that has been overcharged immediately.
Should the learner cancel the course before receive any course learning materials, for example if you change your mind, we will make a full refund.

Should BUS close or cease to deliver the approved training, currently enrolled learners will be refunded 100% of their course fees.

The participant can seek a variation in these commercial terms by direct application to the State Director BUS in writing. All claims for refunds must be completed in writing and forwarded to the State Director BUS.

**Review Date**

8th October 2016