

Schedule of Fees and Charges

Momentum High Risk Training is a Registered Training Organisation and operates in accordance with applicable legislation and the Standards for Registered Training Organisations. Momentum High Risk Training charges fees for services provided to students undertaking a course of study. These fees are for items such as course materials, administrative support, student services and training and assessment services. We review our fees schedule regularly and endeavour to keep the cost of training down.

When and how do I pay?

Payment is required at time of booking. Payment methods include direct bank transfer, purchase order, or credit card via Stripe. Bookings are done online through our website.

- About direct bank transfer: When making a payment directly into our bank account, use your invoice number as the payment reference. Your order will be processed once the funds have cleared in our account.
- About purchase orders: Purchase orders may be used by companies who have an approved Supplier Application Form with MHRT. Email a copy of your purchase order to admin@momentumhrt.com.au within 48 hours to secure your booking.

Can I get a refund?

Yes, partially – If you give written notice to cancel your enrolment **more than 10 working days** before the start of a course, this will incur a cancellation fee to the value of **20%** of the course fee (with the remainder of the course fee refunded).

If you give written notice to cancel your enrolment between **4-10 working days** before the start of a course, this will incur a cancellation fee to the value of **50%** of the course fee (with the remainder of the course fee refunded).

The amount retained by Momentum High Risk Training is required to cover the costs of staff and resources which will have already been committed based on your initial intention to undertake the training.

If you give written notice to cancel your enrolment **less than 4 working days** before the start of a course, this will incur a cancellation fee to the value of 100% of the course fee. Discretion may be exercised by the management team if there is extenuating or significant personal circumstance that led to your withdrawal.

If for any reason Momentum High Risk Training is unable to fulfil its service agreement with a student, Momentum High Risk Training must refund the student's proportion of fees paid for services not delivered.

How do I get a refund?

To obtain a refund you are required to give written notice to cancel your enrolment and complete a Refund Application Form. Written notice may be in the form of an email or letter. Where refunds are approved, the refund payment will be paid via electronic funds transfer using the authorised bank account nominated by you or refunded to the same credit card used for payment. This payment will be made within 14 days from the time you gave written notice to cancel your enrolment.

Are my fees protected in case I need a refund?

Yes. Momentum High Risk Training complies with Clause 18 of the Standards for RTOs 2025, which sets requirements for the protection of student prepaid fees.

- **Fees of \$1,500 or less:**
Fully payable at booking. No bank guarantee protection is required.
- **Fees over \$1,500:**
Full payment may be collected before the course commences. The portion over \$1,500 is protected under our unconditional bank guarantee.

If Momentum High Risk Training is unable to deliver the course, all undelivered prepaid fees (including the guaranteed portion above \$1,500) will be refunded.

Do I pay GST in my tuition fees?

No – Training tuition fees are GST exempt under section 38-85 GSTR 2003/1 Goods and Services Tax, tax ruling. The ruling explains the supply of a course for 'professional or trade course' is a GST-free education course. GST does apply on the payment of some miscellaneous charges.

Changes to terms and conditions

Momentum High Risk Training reserves the right to amend the conditions of the student's enrolment at any time. If amendments are made that affect the student's enrolment, the student will be informed 7 days prior to changes taking effect.

Can I reschedule and transfer to another class?

Students may give notice to reschedule a course **more than 4 working days** before the start of a course. The new course date must be within 3 months of the original course. If you give notice to reschedule **4 working days or less** before the start of a course, or the new course date is more than 3 months later than the original course, this will incur a fee to the value of **100%** of the course fee.

Schedule of Fees and Charges

Please refer to the Student Handbook for further information on all student rights and obligations.

Training Programs	Training Fee
High Risk Work Licences Courses	
TLILIC0003 - Licence to operate a forklift truck	\$990.00
TLILIC0005 - Licence to operate a boom-type elevating work platform (boom length 11 metres or more)	\$990.00
TLILIC0040 - Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)	\$2,150.00
CPCCLDG3001 - Licence to perform dogging	\$1,750.00
CPCCLRG3001 - Licence to perform rigging basic level	\$2,150.00
CPCCLRG3002 - Licence to perform rigging intermediate level	\$2,150.00
CPCCLSF2001 - Licence to erect, alter and dismantle scaffolding basic	\$1,950.00
TLILIC0024 - Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above)	\$2,150.00
Resource Infrastructure Industry (RII) Courses	
RIIHAN201E - Operate a forklift	\$750.00
RIIHAN301E - Operate elevating work platform	\$750.00
RIIHAN305D - Operate a gantry or overhead crane	\$750.00
RIIHAN309F - Conduct telescopic materials handler operations	\$750.00
RIIHAN208E - Perform dogging	\$1,100.00
RIIHAN203E - Conduct lifting operations	\$550.00
RIIHAN212E - Conduct non-slewing crane operations	\$1,650.00
RIIWH204E - Work safely at heights	\$220.00
Combined Courses	
RIIHAN203E - Conduct lifting operations Combined with RIIHAN305D - Operate a Gantry or Overhead Crane	\$1,100.00

Note

- All training tuition fees are exempt from the payment of GST. No GST included.
- Please contact admin@momentumhrt.com.au for RPL fees.

Miscellaneous Charges

Re-issuing a certificate, qualification or statement of attainment	\$50.00 (Including GST)
Replacement of issued learning/reference workbook (per workbook)	\$55.00 (Including GST)
Re-assessment fee	Please email admin@momentumhrt.com.au

Note: Students will be offered three (3) assessment opportunities during a normal training program for each assessment event. The re-assessment fee will only apply if the student chooses to persist in order to demonstrate competence and complete the qualification. The re-assessment service includes individual re-training to prepare the student for the re-assessment.