

Nationally Recognised Qualifications

Code	Qualification Title	Program nominal hours - indicative only	Govt maximum nominal hours	Govt Contribution SF per hour	Indicative Student Contribution SF p/h	Indicative Student Contribution SFC p/h	Indicative Student Contribution FFS p/h	Resources and Equipment Fees	Student Services & Amenities Fee (waived for SFC)	Total additional fees	Indicative Student Cont. SFC	Total SFC inc. additional fees - Concession	Indicative Student Cont. SF	Total SF inc. additional fees - Funded	Indicative Student Cont. FFS	Total FFS inc. additional fees - Fee For Service**
CHC30121	Certificate III in Early Childhood Education and Care	1108	1118	7.50	0.0000	0.0000	3.1500	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$2,750.00	\$2,875.00
HLT33115	Certificate III in Health Services Assistance	605	615	10.50	0.0000	0.0000	4.5800	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$2,750.00	\$2,875.00
CHC33015	Certificate III in Individual Support	775	715	9.00	0.0000	0.0000	3.7200	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$2,750.00	\$2,875.00
CHC43015	Certificate IV in Ageing Support	1275	1250	9.00	0.0000	0.0000	2.6500	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$3,375.00	\$3,500.00
CHC43115	Certificate IV in Disability	940	930	7.50	0.0000	0.0000	3.5900	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$3,375.00	\$3,500.00
CHC43415	Certificate IV in Leisure and Health	1075	1055	7.50	0.0000	0.0000	3.1400	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$3,375.00	\$3,500.00
CHC43315	Certificate IV in Mental Health	980	905	9.00	0.0000	0.0000	3.4400	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$3,375.00	\$3,500.00
CHC40221	Certificate IV in School Based Education Support	915	920	7.50	0.0000	0.0000	4.2200	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$3,375.00	\$3,500.00
CHC50121	Diploma of Early Childhood Education and Care	1318	1368	6.50	0.0000	0.0000	2.9200	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$5,625.00	\$5,750.00
CHC53415	Diploma of Leisure and Health	1535	1570	6.50	0.0000	0.0000	3.6600	50.00	75.00	125.00	0.00	\$50.00	0.00	\$125.00	\$5,625.00	\$5,750.00

Short Courses

Code	Short Course Title	Program nominal hours	Govt. maximum hours	Govt Cont SF p/h	Indicative Student Cont. SF p/h	Indicative Student Cont. SF Conc p/h	Indicative Student Cont. FFS p/h	Resources and Equipment Fees (as applicable)	Enrolment Fee	Total additional fees	Indicative Student Cont. SFC	Total SFC inc. additional fees	Indicative Student Cont. SF	Total SF inc. additional fees	Indicative Student Cont. FFS	Total FFS inc. additional fees
HLTAID009	Provide Cardiopulmonary Resuscitation (CPR update)	4	4	N/A	N/A	N/A	23.75	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$95.00	\$95.00
HLTAID009	Provide CPR - current/former students only	4	4	N/A	N/A	N/A	18.75	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$75.00	\$75.00
HLTAID011	Provide first aid - 1 day plus pre course online	18	18	N/A	N/A	N/A	8.06	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$145.00	\$145.00
HLTAID011	Provide first aid - current/former students only	18	18	N/A	N/A	N/A	5.28	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$95.00	\$95.00
HLTHPS006	Assist clients with medication - experienced staff only	80	80	N/A	N/A	N/A	6.06	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$485.00	\$485.00
HLTFSE001	Follow basic food safety practices	30	30	N/A	N/A	N/A	4.00	0.00	0.00	0.00	N/A	N/A	N/A	N/A	\$185.00	\$185.00
TAELN411	Address adult language, literacy and numeracy skills	30	30	N/A	N/A	N/A	9.50	0.00	0.00	0.00	N/A	N/A	N/A	N/A	285	\$285.00

Enrolment, Resources, Administrative and Incidental Fees

No.	Description	Amount \$
1	Student Services & Amenities (not funded concession)	\$75
2	Resources - Certificate III	varies
3	Resources - Certificate IV	varies
4	Resources - Diploma	varies
5	Placement Fee (HLT33115)	varies
6	Placement Fee (all other programs except dual)	varies
7	Police Check (F2W if application completed by Phillips)	\$30
8	Ezidebit fees and charges (if applicable: 5% of balance)	varies
9	Certificate/Diploma/Statement of Attainment reprint	\$35
10	Registered Post mailout of reprint Certificate/Diploma/SOA	\$10
11	RPL Application Fee (non-refundable; deductible if >fees)	\$250
12	RPL Assessment Fee at 50% per nominal hour per unit	varies
13	Re-enrolment Fee (course end-date passed)	\$200
14	Additional Polo Shirt (no charge for first shirt)	\$25
15	Additional or Replacement Resources (per unit/resource)	\$15-150
16	Postage and handling for resources	TBC
17	Re-assessment after third attempt NYC or DNS per unit	\$150
18	Placement Assessment FFS (not organised by RTO)	\$200-600
19	Personal tutoring one-to-one with trainer/assessor per hour	\$80

In 2023, if you are an Australian citizen or permanent resident, or a New Zealand citizen, you are eligible for Tuition-FREE funding for a Phillips Institute program.

Eligibility is no longer related to whether you already hold a higher or same level qualification. It does not matter whether you are currently working or not, you are still eligible.

You may only undertake two funded programs at a time, including any enrolments you have already started or intend to start with another RTO.

This training must take place with a physical presence in Victoria.

Notes:

The Skills First (SF) program provides subsidies for training to eligible individuals. This training is delivered with Victorian and Commonwealth Government funding. Individuals with disabilities are encouraged to access training subsidised through the Skills First Program. SF program is available to eligible individuals undertaking training with a physical presence in Victoria. Please see our Funding Eligibility information to determine whether you may be eligible.

FFS refers to a Fee for Service enrolment in which a student is not accessing a subsidised training place such as that offered under the Victorian Skills First program (SF) or funding programs that may be offered in jurisdictions other than Victoria. Where a student is not able to pay the full fees within two weeks of course commencement, a payment plan will be implemented.

If your course is being subsidised by the Victorian and Commonwealth Governments under the Skills First program, please be aware that each course enrolment may affect your future training options and eligibility for further government subsidised training under the Skills First program. For more information on government subsidised training go to: <http://www.skills.vic.gov.au/victorianskillsgateway/Students/Pages/vtg-eligibility-indicator.aspx?Redirect=1>

Prior to enrolment, all applicants will undertake a Pre-Training Review administered by the RTO to determine course suitability and appropriateness.

The Enrolment Fee (1) comprises the administrative Student Services and Amenities Fee and is payable upon registration. This fee is refundable if cancellation occurs prior to commencement of training, or within 3 days of enrolment. See our Refund policy available on our website for more information and conditions.

The nominal hours as displayed are indicative only and are aligned with the Phillips Institute standard packaging for these qualifications as at the effective date displayed on page 1. They do not represent contact hours, but are indicative of the aggregate hours of study, including all training and assessment activities. As a guide, contact hours vary from 200 to 500, depending on the course requirements, course content and mode of delivery. These contact hours do not include self-directed study or placement hours if applicable.

All fees are quoted in Australian dollars. All tuition fees as published are subject to periodic review. Student contribution amounts may be subject to change if there are changes to the SF subsidy as determined by the Victorian Department of Jobs, Skills, Industry and Regions (formerly the Department of Education and Training), however, such changes will only affect future enrolments and will not affect currently enrolled students or those who have applied or registered for enrolment prior to such changes being published.

Student tuition fees as published are subject to change given individual circumstances at enrolment. Student contributions per hour may be rounded down to the nearest cent for administration purposes.

Refer to our Fees website page or our Student Handbook for further information about our fees and charges.