



Withdrawal Scenarios – PG Cert in Human Potential for the Digital Economy

Fees Charged	Grade Awarded	Scholarship/discount	Re-enrol into another intake
If a student has paid fees over \$500, and withdraws from the programme or course Start Date, up to 8 days after the Start Date.			
10% of fees paid or \$500, whichever is lesser deducted, and remaining amount refunded	No record of enrolment, withdrawn from full programme	N/A	The student is able to re-enrol into another/later intake.
If a student withdraws within the 10% Date or one calendar month (whichever is earlier) of the start date of the courses in the programme.			
\$520.00 + GST charged if a completely enrolled student attended any session	No record of enrolment, withdrawn from full programme	The scholarship is removed from the student record (the student does not need to reimburse the scholarship amount).	The student is able to re-enrol into another/later intake with full tuition fees charged. May apply for scholarship again at the discretion of the General Manager.
No show			
\$0 charged if no session attended – classed as 'No Show'	No record of enrolment, withdrawn from full programme	The scholarship is removed from the student record (the student does not need to reimburse the scholarship amount).	The student is able to re-enrol into another/later intake with full tuition fees charged. May apply for scholarship again at the discretion of the General Manager.

If a student withdraws after the 10% Date but within the 75% Date of the programme			
\$5200 + GST charged	'W' grade for all courses	Student is liable to reimburse the full amount of the scholarship/discount awarded	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. Cannot apply for scholarship/discount again.
If a student withdraws after the 75% Date of the programme			
\$5200 + GST charged	'DNC' Did Not Complete grade for any incomplete courses	Student is liable to reimburse the full amount of the scholarship/discount awarded	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. Cannot apply for scholarship/discount again.
If a student attempts but fails the programme			
\$5200 + GST charged	Fail grade	Student is liable to reimburse the full amount of the scholarship/discount awarded	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. Cannot apply for scholarship/discount again.

*Note: The scholarship amount is re-adjusted within TFL, the applicant does not need to reimburse TFL..

If TML voluntarily ceases a Course or Courses, there is a Voluntary closure by TML, or a Course Closure Event			
Any Fees paid for any remaining incomplete courses will be fully refunded	Completed courses would be graded, incompletes would show 'No record of enrolment'	Scholarships would not be requested to be reimbursed	The student is able to re-enrol into another/later intake if offered. Only charged for the courses re-enrolling into.