



## Withdrawal Scenarios – Postgraduate Certificate in Digital & Collaborative Learning

Fees Charged	Grade Awarded	Scholarship	Re-enrol into another intake
<b>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.</b>			
10% of fees paid or \$500, whichever is lesser deducted, and remaining amount refunded	No record of enrolment, withdrawn from full programme	N/A	The student is able to re-enrol into another/later intake.
<b>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.</b>			
\$300 + GST charged if a completely enrolled student <b>attended</b> any session	No record of enrolment, withdrawn from full programme	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is returned back to TML to award to ADVANCE Scholarship recipient*	The student is able to re-enrol into another/later intake. Full tuition fees charged (\$2750 + GST). Can apply for ADVANCE scholarships again.
<b>No show</b>			
\$0 charged if <b>no session attended</b> – classed as 'No Show'	No record of enrolment, withdrawn from full programme	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is returned back to TML to award to ADVANCE Scholarship recipient*	The student is able to re-enrol into another/later intake. Full tuition fees charged (\$2750 + GST). Can apply for ADVANCE scholarships again.

If a student withdraws after the 10% Date but within the 75% Date of the programme			
\$2750 + GST charged	'W' grade for all courses	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is used to cover the tuition fees*	The student is able to re-enrol into another/later intake. Full tuition fees charged (\$2750 + GST). <b>Cannot</b> apply for ADVANCE scholarship again.
If a student withdraws after completing the first half the programme and is within the 75% Date of the programme (some courses completed)			
\$2750 + GST charged	'W' grade for any incomplete courses; actual grade for any completed courses	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is used to cover the tuition fees*	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. <b>Cannot</b> apply for ADVANCE scholarship again.
If a student withdraws after the 75% Date of the programme			
\$2750 + GST charged	'DNC' Did Not Complete grade for any incomplete courses	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is used to cover the tuition fees*	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. <b>Cannot</b> apply for ADVANCE scholarship again.
If a student attempts but fails the programme			
\$2750 + GST charged	Fail grade	See also scholarship <a href="#">Terms and Conditions</a>  Scholarship is used to cover the tuition fees*	The student is able to re-enrol into another/later intake. Only charged for the courses re-enrolling into. <b>Cannot</b> apply for ADVANCE scholarship again.

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

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. <b>Can</b> apply for scholarship again.