



# Application fee and annual charge

Registered training organisations (RTOs) applying to become approved course providers under the VET Student Loans (VSL) program must pay an application fee to the Department of Employment and Workplace Relations (the department). Once approved an annual charge is liable. Charging for the VSL program ensures approved VSL providers contribute to the cost of program administration and regulation by the department and maintains the integrity and fiscal sustainability of the program.

## Provider application fee

### The provider application fee

Under the *VET Student Loans Act 2016*, an application fee applies to all RTOs seeking approval as an approved VSL course provider. The collection of an application fee assists with the recovery of the costs associated with processing and assessing applications by the department. It is payable to the department on each occasion the RTO applies for approval. The fee is not refundable if your organisation is unsuccessful in the application process. Applicants who were unsuccessful in previous rounds are required to pay the application fee to reapply.

### Application fee price

The current application fee is \$5,110.<sup>1</sup>

### Paying the application fee

Your organisation should expect to receive an invoice for the application fee from us shortly after you have applied for VSL approval. The invoice will be issued after your application has met the general requirements and proceeded to the assessment stage. Application fees are due for payment 14 days from the date of issue of the invoice.

You must apply through a formal application process using the form approved by the Secretary of the Department of Employment and Workplace Relations. We are not required to accept an application from an RTO if it is not in an approved form. The application fee will be refunded to the RTO if we do not accept an application for processing.

### Not paying the application fee

An application for approval from an RTO will not be assessed until the application fee is paid.

## Annual approved course provider charge (annual charge)

### The approved course provider charge

Under the *VET Student Loans (Charges) Act 2016*, a charge is imposed on all VSL approved course providers. This is an annual charge and is payable each financial year you are approved for, even if you are only approved for part of the year.

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<sup>1</sup> The amount of the application fee is set in the VET Student Loans (Approved Course Provider Application Fee) Determination 2017.

Collection of an annual charge assists with recovering the costs in administering the VSL program, such as compliance, payments, processing and actioning complaints and provider management.

## Charge cost

The amount of the annual charge for a financial year depends on the size of the provider. A provider's size is determined by the total number of all reported student enrolments for which payment has been made, in relation to one or more census days in a financial year (VSL enrolments). As such, a single student who is approved for multiple loans for multiple courses at the same provider counts as multiple VSL enrolments.

The annual charges are as follows:<sup>2</sup>

Provider size	Number of VSL enrolments	Annual charge
Small provider	Fewer than 200	\$1,280
Medium provider	Between 200 and 1000, inclusive	\$12,480
Large provider	More than 1000	\$62,870

## When to pay the charge

Invoices for the annual charge are issued between August and September for the previous financial year. Annual charges are due for payment 30 days from the date of issue of the invoice.

## Consequences of not paying the charge

If you do not pay the annual charge when it is due, you will incur a late payment penalty<sup>3</sup> and will also be in breach of a condition of your approval. Your access to the VSL eCAF system will be restricted if you do not pay the annual charge by the due date stated on the invoice. If you persistently fail to pay your annual charge your approval may be suspended or cancelled.

## Relevant laws

The statutory authority for the VSL program provider application fee comprises:

- Part 4, Division 1 of the [VET Student Loans Act 2016](#)
- The [VET Student Loans \(Approved Course Provider Application Fee\) Determination 2017](#)

The statutory authority for the annual approved course provider charge comprises:

- The [VET Student Loans \(Charges\) Act 2016](#)
- The [VET Student Loans \(Charges\) Regulations 2017](#)
- Part 9, Division 3 of the [VET Student Loans Rules 2016](#)

## Further Information

If you would like further information, please email [VFHVSLPayments@dewr.gov.au](mailto:VFHVSLPayments@dewr.gov.au).

<sup>2</sup> The amount of the annual charge is set out in the VET Student Loans (Charges) Regulations 2017.

<sup>3</sup> The amount of the late payment penalty is calculated under section 159 of the VET Student Loans Rules 2016. It is approximately 0.055% of the annual charge for each day that the annual charge remains unpaid.