

KAL Multimedia Training

Fees and Services charges breakdown for 2017 students

Breakdown of what makes up the General Materials Fees for students (Listed as Amenities fee)

Item	Cost
General photocopying & class Handout (materials for classroom delivery)	\$35
Demonstration materials used for classroom delivery and practical sessions (disposable items)	\$35*
Licensing fees: PDF & CD curriculum materials (used on-line) or available as in CD format- Training materials (manuals , texts etc)	\$25
USB memory stick- Sticks are available for purchase form student administration. Recommended for all students 4GB-\$10	Set with 4GB Stick
Headphone & Microphone set- for live on-line learning sessions and use within classroom. It is recommended for health reasons that each student has their own set of headphone & microphone. We do however supply headphones for the classroom sessions, but these are for general use.	\$60
Workbooks & Copies of students tutorial CD's directly relating to course (given to students for use during course)	\$70
Assessment tools & Assessment record book (including moderation- copying of materials for file.	\$60
Use of class set books for length of course (in lieu of copies to be kept by student)**	\$25
Use of DVD/ VIDEO & equipment library materials- for student to take home***	\$25
Monitoring of on-line services & network- support services and helpline services (\$10 per month)	\$120
Work placement coverage insurance (\$30 per student)- required for CHC.	\$30
Total:	\$395

* this cost includes for MM / SCREEN and IT courses- replacement costs of batteries, Gels, globs, DV tapes, CD's, DVD's

** Text books may also be purchased by student- see listing, average costs are \$60-\$150 per course minimum.

*** includes use of laptop computer for student home use, cameras= both digital still and video equipment and use of DVD / Video and reference library materials.

Breakdown of what makes up the Enrolment/Amenities fee (non-refundable)

Item	Cost
On-line account & network services- Set-up of local network & student number, general Orientation of use of on-line system on a 1:1 basis, basic tech support for student.	\$80
Set-up of on-line account based on the costing as listed on-line (costing of \$31 per item- average of 4 items per student) = \$124 FFS plus \$20 = \$144	\$144
Set-up of Catapult online system- OSHC students and Business Students \$15-28 per unit.	
Administration of enrolment —including SMS, database entry requirements, invoicing & statements issuing, issuing of Course information, Enrolment forms, centrelink administration, student discount forms- administration inquiries listings, issuing of SOA - certificates & paperwork at completion of course.	\$175
Student card- Issuing of card, taking of photo, printing of card on specialty printer and adding to security system for monitoring and coding.	\$20
Issuing of students course & information guides- Printing, going through with student and explaining of details	\$25
General TNA review at beginning of course- including Basic LL&N(issuing of test & evaluation), setting up of student training plan, and arranging of any outside services that may be required, as well as booking in for external services. Eg First aid.	\$75
	\$519.00

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“Incidental fees - Additional to the above fees

Item	Cost
Student Use of computers & Internet at the training centre for classroom as well as for general out of class time- which may include assistance of a trainer or technical support person.	\$80
Use of laptops. Laptops are loaded with office 2010, acrobat reader, WinZip and Ulead photoImpact as well as the standard course toolboxes. (for home use- deposit is required by student of \$300 (refundable, on return) minimum fee cost is to cover insurance of equipment while in student’s possession, this can be waved, if student is low income. All care is still required that equipment is looked after & in working condition when returned, and is returned on-time.	\$10
Use of Photographic and video equipment -(for home use- deposit is required by student of \$300 (refundable, on return) minimum fee cost is to cover insurance of equipment while in student’s possession, this can be waved, if student is low income. All care is still required that equipment is looked after & in working condition when returned, and is returned on-time.	\$20
Use of the curriculum library <ul style="list-style-type: none"> ▪ Use of the DVD library ▪ Professional Library 	\$30
Student counseling- Course, employment, equity etc (includes dealing with third parties) on a per 45 minute session or part-thereof. KAL also has a third party agreement with Life Resolutions who offer professional counseling services (this is quoted independently by Life Resolutions).	\$55
Corporate consulting or private lessons (per hr, with 2 hrs being the minimum fee)	\$150 hr
Block private lessons- \$600 for 3 x 1.5 hr blocks Any course, covering any areas required by student, made up to the requirements. Blocks are on location at the training centre, in Brunswick. On-site visit block training incurs an extra charge, and need to be consulted with the training manager and trainer prior. Non full course enrolments- either unit of competency or qualification also incur GST on top of this fee. Cost is for (1) person, fee will increase by \$50 per session for booked in participants of 2-4 persons. (\$750) Times to be booked in, no refund or re-scheduling for non-attendance of students.	\$600
LL&N further extended testing- cost per hour \$120 (min. 1hour)	\$120
Tutorial assistance- outside of workshops for students to catch-up or for LL&N (per 30 min session- \$40) to be booked in with student reception and with trainer. Students under Traineeships can be covered by the DNAWS program, at no extra cost.	\$40
RPL Assessment (cost per hour \$150 per unit) Full course qualifications are at a capped rate of \$995 for Cert II-IV and \$1,500-\$2,250 (please see Diploma and Above RPL Schedules). Please contact KAL for details.	
Workplace assessment (fee for service) \$200 (local metro) regional may incur an extra charge to cover extra costs of petrol and time by the trainer for travelling, or an overnight stay, when the assessment is classified as 3 hrs plus and distance of travel exceeds 2.5hrs (making it over an average days work of 8 hrs in total for the trainer) PLEASE NOTE: Funded students under Victorian Government funding programs, Victoria Training Guarantee does not pay for the training time or costs of the trainer within the funding. This is classified as an expense to be paid by the student or the employer (if applicable Certificate II-IV only)	\$200
Re-assessment fee charge (no-show of student or NYC) \$200 24 hr notice is required to cancel a workplace assessment. If this is not done, and the trainer shows up for a workplace assessment or training which cannot be completed or delivered on the day due to student or supervisor reasons, this fee will also be charged out on the visit.	\$200
Re-issue of certificate	\$40
Registered post charge of student wants certificate posted by registered post	\$10