

Student Enrolment Terms and Conditions

Career Start and Career Boost

The following terms and conditions represent the agreement between you and EIM Training Pty Ltd (EIMT) for the provision of your course under the Queensland Government's subsidised training programs: Career Start and Career Boost. By signing the Program Application Form, you accept the agreement. The date you sign the Program Application Form is the Agreement Date.

By accepting this agreement, you:

- Agree to comply with EIMT Student Policies and Procedures as outlined in the Student Handbook.
- Confirm that you fulfil all entry requirements for the course in which you are applying.
- Confirm that you fulfil all eligibility requirements for the Career Start or Career Boost program, as applicable.
- Agree to pay the required student contribution (co-contribution fee) as outlined in the published fee schedule.
- Acknowledge and accept the Schedule of Administrative Fees.
- Understand that once you complete training under Career Start or Career Boost, you are no longer eligible for further funding under the same program.

EIMT agrees to:

- Process your application for the relevant course.
- Allocate you to trainers who will provide training and assessment support.
- Supply you with initial course material and resources.
- Provide access to learning and administrative support.
- Grade your assessments and units.
- Issue appropriate certification within 30 days of successful course completion and final payment of all fees.

Co-Contribution Fees

Under Career Start and Career Boost, students are required to contribute to the cost of their training. This contribution is referred to as the co-contribution fee and must comply with the Skills Assure Supplier Policy 2025–2028. The following applies:

- General Training Pathway: The SAS (EIMT) determines the fee amount, which must be published on its website and reflect the total cost of training, including materials.
- Apprenticeship/Traineeship Pathway: The fee is set at \$1.60 per nominal hour per unit of competency. Concessions (40%) or full exemptions may apply to eligible students.
- No more than 30% of the total fee may be charged upfront. Remaining fees are collected progressively as training progresses.
- Fees cannot be waived or paid by EIMT or any associated entity.

Refunds

Refunds will be made in accordance with the Skills Assure Supplier Policy 2025–2028 and the 2025 Standards for RTOs:

- Full refund if training has not commenced at the time of cancellation.
- Pro-rata refund if a student withdraws from a unit after commencement.
- Refunds to employers/industry for any additional charges paid beyond the co-contribution fee and government subsidy.

Course Duration and Extensions

The maximum duration of your course is specified in your course brochure and confirmation of enrolment. Extensions may be granted (maximum of 3 months) where permitted, subject to fees and availability.

Deferrals and Cancellations

If you wish to defer your course, you may submit a Deferral Request Form. Deferrals are limited to 3 months. If you wish to cancel, you must submit a Cancellation Form.

Mandatory Work Placement

Some qualifications require mandatory vocational placement. EIMT will arrange and approve all placements. You must complete all required placement hours and assessments within your course duration.

Student Obligations

- Attend scheduled training and assessments, including vocational placements where applicable.
- Notify your trainer at least 48 hours in advance if you cannot attend training, assessment, or placement.
- Maintain satisfactory academic progress as outlined in EIMT policies.
- Provide accurate eligibility information. If found ineligible, you will be required to pay the full cost of training.

Intellectual Property

All course materials remain the property of EIMT or its nominated third parties. You may not reproduce or distribute any materials without prior written consent.

Compliance and Government Requirements

EIMT will deliver all training in accordance with the Skills Assure Supplier Policy 2025–2028, Career Start and Career Boost Program Schedules, and the Standards for RTOs 2025. EIMT may make reasonable changes to fees, policies, or procedures to ensure compliance.

Acceptance

By signing the Program Application Form, you confirm that you understand and agree to these terms and conditions.