

Withdrawal Scenarios – Digital and Collaborative Teaching and Learning Micro-credential

Withdrawal Period	Fees / Refund	Grade
If a student withdraws before the programme or 'No Show'	No fees charged	No record of enrolment, withdrawn from full programme
If a student withdraws within the 10% Date from the start date of the courses in the programme (10 days).	10% of the total fees is charged as an admin fee (\$90.00); 90% refund	No record of enrolment, withdrawn from full programme
If a student withdraws after the 10% Date (10 days) but before 75% (74 days) of the course duration.	Full fee is charged (\$900 incl GST)	'W' grade for incomplete course
If a student withdraws their enrolment after 75% of course duration (74 days).	Full fee is charged (\$900 incl GST)	'DNC' grade for incomplete course