

***Withdrawal Scenarios – Digital Skills for the Workplace 2022**

**All fees include GST*

Fees Charged	Grade Awarded	Scholarship	Re-enrol into another intake
If a student withdraws within or anytime before the 10% Date (whichever is earlier) of the start date of the courses in the programme.			
\$0.00 charged if a completely enrolled student attended any session	No record of enrolment, withdrawn from full programme	Can apply for the scholarship again	<ul style="list-style-type: none"> - The student is able to re-enrol into another/later intake. - No Admin fee charge, full refund \$295. - If the student wishes to transfer to another/later intake, full payment \$295 will be transferred.
If a student withdraws on or after the 10% Date but within the 75% Date of the programme			
\$295 charged	'W' grade for all courses	Can not apply for the scholarship again	<ul style="list-style-type: none"> - No Admin fee charge. - No refund will be given. - The student is unable to re-enrol into another/later intake by transferring the current payment. - If the student wishes to enrol another/later intake, full fee \$295 applies.
If a student withdraws after completing the first half the programme and is within the 75% Date of the programme			
\$295 charged	'W' grade for any incomplete courses; actual grade for any completed courses	Can not apply for the scholarship again	<ul style="list-style-type: none"> - No Admin fee charge. - No refund will be given. - The student is unable to re-enrol into another/later intake by transferring the current payment. - If the student wishes to enrol another/later intake, full fee \$295 applies.
If a student withdraws after the 75% Date of the programme			
\$295 charged	'DNC' Did Not Complete grade for any	Can not apply for the scholarship again	<ul style="list-style-type: none"> - No Admin fee charge. - No refund will be given.

	incomplete courses		<ul style="list-style-type: none"> - The student is unable to re-enrol into another/later intake by transferring the current payment. - If the student wishes to enrol another/later intake, full fee \$295 applies.
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If a student attempts but fails the programme

\$295 charged	Fail grade	Can not apply for the scholarship again	<ul style="list-style-type: none"> - The student is able to re-enrol into another/later intake. - Full fee \$295 applies for future enrolment.
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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. Can apply for scholarship again.
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*Note: The scholarship amount is re-adjusted within TML, the applicant does not need to reimburse TML.