

Fees and Refunds Policy

1 July 2011

Subsidised courses

Most of the courses delivered by Workspace Training are subsidised by government funding bodies, such as the NSW Department of Education and Training and the Workspace English Language and Literacy (WELL) Program. In these instances, the payment of fees by students or their employers is limited to the scheduled amounts specified by the funding body for that training program.

Fees will be due on commencement of the course, unless other arrangements have been made with Workspace Training. All fees include course notes and other training resources. Once fees have been paid, no refund will be provided.

Full fee-paying courses

Some courses require the payment of full fees by the student or their employer. Fees will be due on commencement of the course, unless other arrangements have been made with Workspace Training. All fees include course notes and other training resources. Once fees have been paid, no refund will be provided.

Workspace Training reserves the right to postpone or re-schedule courses due to adverse weather conditions or unforeseen circumstances. In these instances, the new training dates will be negotiated between the participants and trainer.

Chainsaw courses

Chainsaw courses are delivered by Chainsaw Accreditation and Safety Training (CAST), an independent business run by Ray Stone. CAST has an auspicing arrangement with Workspace Training. However, the fees for all courses are payable directly to CAST, and arrangements must be negotiated with Ray Stone regarding the payment schedule.

Please call Ray on 02 4341 1344 or 0429 300 323 for more information.