

Course Fees and Payment Schedule

TLI41225 Certificate IV in Motor Vehicle Driver Training

Heavy Vehicle Specialisation

RAISE Training is committed to ensuring that applicants understand the full cost of the qualification before agreeing to enrol.

The fees below apply to the standard public delivery of the **TLI41225 Certificate IV in Motor Vehicle Driver Training - Heavy Vehicle Specialisation**.

Standard course fee

Total standard course fee: \$4,950 GST-free

The standard course fee includes:

- application and enrolment administration;
- learner suitability and pre-training review;
- access to the Eureka Digital Training online course modules;
- routine learner support for the online course;
- standard practical training delivered by an approved RAISE Training practical delivery partner;
- practical training and assessment using a suitable approved heavy vehicle supplied by the applicant or employer, or separately hired by the applicant where vehicle hire is available;
- standard practical assessment;
- assessment review and final competency decisions;
- RTO compliance and quality-assurance processes;
- issuance of the qualification and academic transcript following successful completion; and
- regulatory reporting and recordkeeping.

Vehicle requirement: The standard course fee does not include the supply or hire of a heavy vehicle. The applicant or employer must provide access to a suitable, roadworthy and approved vehicle representative of the relevant heavy vehicle class that the applicant wishes to instruct in. Where the applicant cannot provide a suitable vehicle, vehicle hire may be available through the practical delivery partner for an additional fee. Any vehicle hire fee will be quoted and agreed before the practical booking is confirmed and will be a separate arrangement between the applicant and the delivery partner.

The fee is payable in three stages.

Payment stage	Amount	When payable
Stage 1 Online course access	\$1,500	Following acceptance of the enrolment and before access to the online course modules is provided
Stage 2 Practical training component	\$2,000	After completion of the required online modules and before practical training begins
Stage 3 Final course balance	\$1,450	Following completion of the scheduled practical assessment and before the qualification is issued
Total standard course fee	\$4,950 GST-free	

Course access, progression to practical training and certification are conditional upon the relevant payment stage having been completed.

Stage 1 Online course access fee

\$1,500 GST-free

The first payment is required after RAISE Training has:

- reviewed the applicant's course application;
- confirmed that the applicant may proceed;
- received the formal enrolment information;
- received and reviewed the required Transport for NSW Letter of Eligibility for NSW applicants. Other jurisdictions may impose separate licensing or eligibility requirements;
- completed the preliminary suitability review; and
- provided the applicant with the applicable enrolment and fee information.

Payment of the Stage 1 fee provides access to the required online course modules and associated online learning resources.

It does not guarantee:

- successful completion of the qualification;
- progression to practical training;
- a finding of competency;
- the issue of the qualification; or
- the issue of a driving instructor licence by the relevant licensing regulator.

The applicant must satisfactorily complete the required online modules and meet the relevant course progression requirements before commencing practical training.

Course duration and online access period

The expected duration of the complete qualification will depend on the applicant's existing skills and experience, study commitment, practical training arrangements and ability to demonstrate competence.

Applicants are ordinarily expected to:

- commence the online modules promptly after access is issued;
- make regular and satisfactory progress;
- complete the required online modules within **six months** of receiving access;
- commence practical training within a reasonable period after completing the online modules; and
- complete all training and assessment requirements within **18 months** of the date online course access is activated.

Standard access to the online learning system is provided for a maximum period of **12 months** from the date access is activated.

The 12-month online access period begins on the date access is activated and continues to run regardless of when the applicant first logs in, commences the course or completes the required activities.

Inactivity and progress monitoring

RAISE Training will monitor applicant participation and progression throughout the course.

An applicant may be considered inactive where they:

- have not commenced the online modules within 30 days of access being issued;
- have not accessed the online learning system for 60 consecutive days;
- have not responded to reasonable attempts by RAISE Training to contact them;
- are not making reasonable progress toward completion; or
- have exceeded an agreed course milestone without contacting RAISE Training.

Where an applicant appears inactive, RAISE Training may contact them to:

- determine whether assistance is required;
- discuss any barriers affecting progress;
- establish a revised training and completion plan;
- confirm whether the applicant wishes to continue; or
- advise that their access or enrolment may expire.

RAISE Training will provide reasonable notice before closing an enrolment or withdrawing online access due to inactivity.

Expiry of online access

Unless an extension has been approved, online course access will expire 12 months after it is activated.

Expiry of access does not automatically entitle the applicant to:

- a refund;
- continued or indefinite access;
- a new online learner licence;
- an extension of regulatory eligibility documents;
- progression to practical training; or
- the issue of any qualification or statement of attainment.

Before access expires, the applicant may apply to RAISE Training for an extension. Applications should be made in writing and should explain:

- why the course was not completed within the original access period;
- the progress already made;
- any circumstances that affected participation;
- the additional time requested; and
- the applicant's proposed completion plan.

Extensions and reactivation

Extension requests are considered individually and are not automatically approved. In considering a request, RAISE Training may take into account the applicant's progress, circumstances affecting participation, contact maintained during the course, trainer and vehicle availability, the currency of course materials and completed evidence, and the continued validity of the applicant's driver licence and any regulatory eligibility requirements.

Before extending or reactivating an enrolment, RAISE Training may require updated evidence, a revised suitability review, completion of updated learning activities, confirmation that previously demonstrated knowledge and skills remain current, a revised training plan, or transfer to the current qualification requirements.

Where an enrolment has remained inactive or expired for an extended period, the applicant may be required to submit a new application and enrolment.

Service	Fee
Online access extension of up to three months, where the existing online access licence can be extended	\$250 GST-free
Reactivation requiring a new online access licence	Quoted before reactivation
Review following more than 12 months of inactivity	Quoted before reactivation
Extension required because of a documented delay caused by RAISE Training	No additional fee

Any extension, reactivation or additional training fee will be advised in writing and agreed with the applicant before it is charged.

Stage 2 Practical training fee

\$2,000 GST-free

The standard Stage 2 payment covers the scheduled practical training component delivered through an approved RAISE Training practical delivery partner. It does not include the supply or hire of the heavy vehicle required for practical training and assessment.

This payment is due:

- after the applicant has completed the required online modules;
- after RAISE Training has confirmed that the applicant is eligible to progress;
- before the applicant commences practical training; and
- before a practical training place is confirmed.

The practical training fee ordinarily contributes to:

- practical trainer time;
- use of the approved training location;
- practical delivery equipment and resources, excluding the heavy vehicle;
- supervised instructional activities;
- practical training administration; and
- the practical delivery partner's participation in the RAISE Training program.

The applicant or employer must arrange access to a suitable approved heavy vehicle for the practical component. The vehicle must be available at the agreed training location and satisfy RAISE Training, practical delivery partner and applicable licensing authority requirements.

Where the applicant or employer cannot provide a suitable vehicle, the practical delivery partner may offer vehicle hire. Vehicle hire is subject to availability and is charged separately from the Stage 2 practical training fee. The applicable hire fee must be confirmed in writing before the practical booking is finalised.

Approved practical delivery partner employee or contractor arrangements

Where an approved RAISE Training practical delivery partner enrolls one of its own prospective driving instructors, employees or contractors, the partner may propose an alternative practical delivery arrangement using its own approved:

- trainers;
- facilities;
- equipment;
- vehicles, where applicable; and
- practical delivery resources.

In these circumstances, RAISE Training may approve an adjusted Stage 2 fee where some or all of the practical delivery costs are being met directly by the practical delivery partner.

The waiver is not automatic. It must:

- be authorised in writing by the approved practical delivery partner;
- identify the services and resources being provided directly by the partner;
- identify who will provide the training, vehicle and facilities;
- be approved before the Stage 2 payment falls due;
- comply with RAISE Training and relevant licensing authority requirements; and
- be accepted and recorded by RAISE Training.

The applicant cannot request or approve the waiver on behalf of the practical delivery partner.

Where the waiver is authorised, the applicant's adjusted course fee will be:

Payment stage	Amount
Stage 1 Online course access	\$1,500
Stage 2 Practical training fee	Waived
Stage 3 Final course balance	\$1,450
Adjusted total course fee	\$2,950 GST-free

The waiver applies only to the standard practical training fee. It does not waive:

- the Stage 1 online course fee;
- the Stage 3 final course balance;
- additional training that is required outside the agreed partner arrangement;
- reassessment fees;
- replacement-document fees;
- travel or accommodation costs;
- fees for additional vehicle access; or
- any other separately disclosed charge.

The practical delivery partner remains responsible for meeting all applicable RAISE Training requirements even where the practical training fee is waived.

Stage 3 Final course balance

\$1,450 GST-free

The final balance is payable following completion of the scheduled practical assessment and before the qualification and academic transcript are issued.

The final payment covers the remaining RAISE Training services associated with:

- assessment oversight;
- review of the submitted evidence;
- final competency decisions;
- completion checks;
- compliance review;
- administrative processing;
- validation and quality-assurance activities;
- regulatory recordkeeping; and
- certification.

Payment of the final balance does not, by itself, guarantee that the qualification will be issued. The applicant must also have:

- completed all required units and activities;
- submitted all required evidence;
- been assessed as competent;
- resolved any outstanding administrative requirements; and
- complied with the course and assessment conditions.

Where further evidence, training or reassessment is required, certification will be withheld until those requirements, and any applicable fees have been completed.

Standard course assumptions

The standard course fee is based on the applicant:

- already being a qualified and experienced heavy vehicle operator;
- holding the relevant driver licence and relevant licence authority eligibility;
- possessing the underlying heavy vehicle driving skills necessary to undertake instructor training;
- being able to safely operate the vehicle used during training and assessment;
- satisfactorily completing the online learning;
- attending the scheduled practical activities;
- making reasonable progress;
- requiring only the training ordinarily associated with becoming a heavy vehicle driving instructor;
- demonstrating competence within the standard training and assessment arrangements;
- arranging access to a suitable approved heavy vehicle for the practical training and assessment component;
- ensuring that the vehicle is available at the agreed location and time;
- meeting any vehicle hire cost where the applicant or employer cannot provide a suitable vehicle; and
- ensuring that the vehicle is registered, roadworthy, appropriately insured and suitable for the required training and assessment activities.

RAISE Training or the practical delivery partner may decline to use a vehicle that is unsafe, unsuitable, unregistered, inadequately insured, mechanically defective or otherwise does not meet the applicable course or licensing authority requirements.

The qualification is designed to develop the applicant's ability to **instruct and assess heavy vehicle drivers**. It is not intended to provide basic heavy vehicle driver-licence training or remedy substantial gaps in the applicant's own driving ability.

Additional training

When additional training may be required

The need for additional training may be identified where an applicant:

- cannot safely or competently operate the nominated heavy vehicle;
- has insufficient experience with the relevant vehicle class;
- cannot competently use the required transmission type;
- requires basic instruction in clutch control, gear changing or vehicle handling;
- cannot complete required manoeuvres to the expected standard;
- demonstrates unsafe driving behaviours;
- has difficulty applying road law, low-risk driving or heavy vehicle safety principles;
- requires substantial additional assistance to plan or deliver driving instruction;
- cannot adequately communicate instructions to a learner;
- cannot identify, manage or explain driving risks;
- has not completed required preparation before attending practical training;
- needs to repeat practical activities due to insufficient preparation or performance;
- requires a different vehicle, trainer, location or delivery arrangement;
- misses scheduled training and must undertake replacement activities;
- otherwise requires training beyond the standard course allocation;
- the applicant attends without arranging the required vehicle;
- the vehicle supplied by the applicant or employer is not suitable, safe, roadworthy or compliant;
- vehicle hire must be arranged because the applicant's nominated vehicle becomes unavailable; or
- a different vehicle class or configuration is required to complete the practical activities.

Additional training is not a penalty. It is used where further development is reasonably required to:

- protect the applicant, trainer, learner and other road users;
- address an identified skill or knowledge gap;
- give the applicant a reasonable opportunity to develop competence; and
- maintain the integrity of the qualification and assessment process.

How additional training will be arranged

Additional training will not ordinarily be imposed without discussion.

Where further training appears necessary:

1. The trainer or assessor will explain the identified gap or concern.
2. The applicant will be advised why the additional training is recommended or required.
3. The proposed training activities, expected duration, and applicable cost will be discussed.
4. RAISE Training will provide a written quotation or fee confirmation.
5. The applicant must agree to the arrangement before chargeable additional training is scheduled.

Any vehicle hire, vehicle relocation or vehicle operating charge is separate from the additional trainer fee unless the written quotation expressly states otherwise.

An exception may apply where an immediate safety concern requires an activity to be stopped. In that case, training or assessment may be suspended until a safe and appropriate plan has been agreed.

Additional service and vehicle hire fee schedule

The following fees apply to additional services outside the standard course allocation. The applicable fee will be confirmed before the service is booked. The applicable fee should be confirmed before the extra service is supplied.

Additional practical instruction

Additional service	Fee
Additional trainer-only practical instruction where the applicant or employer supplies an approved vehicle	\$180 per hour GST-free
Additional instructional skills coaching conducted without a vehicle	\$150 per hour GST-free
Hire of an approved rigid heavy vehicle for practical training or assessment	\$70 per hour GST-free, in addition to the applicable trainer or assessment fee
Hire of an approved heavy combination vehicle for practical training or assessment	\$120 per hour GST-free, in addition to the applicable trainer or assessment fee
Hire of an approved multi-combination vehicle for practical training or assessment	Quoted before booking
Vehicle relocation, delivery, fuel, tolls, permits or special access costs	Quoted before booking

A minimum booking period of **two hours** may apply where a vehicle and practical trainer are required.

Where the practical delivery partner's actual charge is higher because of vehicle type, location, fuel, access, permit, escort or facility requirements, the applicant will be provided with a written quotation before the booking is confirmed.

Reassessment

Reassessment service	Fee
Resubmission review for a written or online assessment after the included opportunities have been used	\$150 per assessment submission
Additional practical assessment where the applicant or employer supplies an approved vehicle	\$350 per assessment event
Additional practical assessment using a hired rigid heavy vehicle	\$350 assessment fee plus applicable vehicle hire
Additional practical assessment using a hired combination or multi-combination vehicle	\$350 assessment fee plus vehicle hire quoted before booking

The reassessment fee covers the assessment event. It does not include additional training unless expressly stated.

An applicant will not be scheduled for reassessment until the trainer or assessor is satisfied that the applicant has had a reasonable opportunity to address the identified gaps.

Included assessment opportunities

The standard course fee includes the initial assessment of each required assessment task and one reasonable resubmission or supplementary evidence opportunity where the assessor determines that a limited gap can be addressed without substantial additional training or an entirely new assessment event.

Additional charges may apply where:

- an assessment must be conducted again in full;
- a second vehicle booking is required;
- another trainer or assessor must be engaged;
- the applicant fails to attend;
- the applicant attends without completing required preparation;
- substantial new evidence must be reviewed; or
- the assessor determines that further training is needed before reassessment.

Additional costs not included in the standard course fee

Unless expressly included in writing, the applicant is responsible for:

- travel to and from the practical training location;
- accommodation;
- meals and incidental expenses;
- obtaining the Transport for NSW Letter of Eligibility (where required);
- driver licence application, testing and regulatory fees;
- medical assessments or reports;
- police checks or other eligibility documents;
- supplying, hiring, transporting, operating or otherwise arranging the heavy vehicle required for practical training and assessment;
- vehicle relocation or transport;
- tolls, parking, permits or site-access fees specifically incurred for the applicant;
- repairs, cleaning or damage caused by misuse or negligence;
- additional training;
- reassessment outside the included assessment opportunities;
- replacement certificates or transcripts;
- optional express processing services;
- vehicle hire charges imposed by an approved practical delivery partner;
- fuel or operating costs associated with a hired or applicant-supplied vehicle;
- vehicle insurance excesses or other costs arising from damage, misuse or negligence; and
- costs resulting from the applicant attending without a suitable approved vehicle.

The applicant must not assume that a vehicle will automatically be available from the practical delivery partner. Vehicle availability must be confirmed when the practical training is arranged.

Any material third-party cost that is not already included will be disclosed and agreed before the applicant becomes liable for it.

Cancellation and non-attendance fees

Circumstance	Proposed fee or consequence
More than 5 business days' notice of a practical booking cancellation	No rescheduling fee, unless the partner has incurred a non-refundable third-party cost
Between 2 and 5 business days' notice	Up to 50% of the booked practical delivery charge
Less than 2 business days' notice or non-attendance	Up to 100% of the booked practical delivery charge
Applicant arrives without required licence, documents, clothing or preparation and the session cannot safely proceed	Treated as late cancellation or non-attendance
Session cancelled by RAISE Training or the practical delivery partner	Rescheduled without additional course fee
Applicant does not provide the agreed vehicle, or the supplied vehicle is unsuitable and the session cannot proceed	Treated as late cancellation or non-attendance, including any non-refundable trainer or vehicle costs

Where a hired vehicle has been reserved, the applicant may also be responsible for any non-refundable vehicle hire, relocation or operating cost incurred by the practical delivery partner.

The applicant will not be charged where the session cannot proceed because of RAISE Training or the practical delivery partner, except where the applicant caused or contributed to the cancellation.

Refund and withdrawal position

Refund entitlement will depend on the stage reached, the services already supplied, non-refundable third-party costs already incurred and the reason for withdrawal or cancellation.

Because RAISE Training incurs a substantial learner-seat licensing cost when online course access is activated, part of the Stage 1 fee may become non-refundable once the learner seat has been created or accessed.

The Stage 2 practical training fee will not become payable where it has been formally waived before the due date. Where practical training has already been booked or commenced, any refund will take account of services supplied and unavoidable partner costs.

The Stage 3 balance is not payable until the scheduled practical assessment has been completed. Where the applicant withdraws before that point, RAISE Training will determine whether any separate amount is payable for services already supplied but not otherwise covered.