

FEES RULES

Fees Rules

Preliminary

1. The Council may impose and determine from time to time by rule the fees and charges to be paid for examinations, for the granting of degrees, diplomas and certificates, for attendance at the lectures and classes of the University and for the use of the facilities of the University, including facilities associated with student residences, playing fields, membership of the University societies and with all other activities of the University.

2. Where the Council has resolved that a fee or charge should be imposed in relation to any matter but has not determined the amount of such fee or charge, the Vice-Chancellor may from time to time determine the fee or charge payable in relation to that matter and that fee or charge shall be the amount payable until such time as the Council otherwise determines.

3. Any student who fails to complete the payment of fees by the time determined by the Council shall be liable to pay such late fees as the Council may from time to time determine.

4. The Registrar may exclude from an examination and from the use of any facilities of the University any student who has not paid the fees due by him or her and who has not discharged any indebtedness to the University.

5. The Council may make provision for waiving fees and late fees in full or in part.

Fees quoted in these rules are current at the time of publication but may be amended by the University Council without notice.

Fees

1. (1) The fees to be paid to the University by students shall be as prescribed by these rules.

(2) For the purpose of these rules:

- (i) a student, who is a candidate for a degree or diploma, shall be regarded as full-time, part-time, or external as designated by the rules pursuant to which the course or program of study in which the student is enrolled is offered;
- (ii) the dates of the first half-year and second half-year shall be as determined from time to time and shown as such in the University Calendar;
- (iii) a non-award student is a student who is enrolled in one or more units from the University's award program but who is not enrolled for an award;
- (iv) a Continuing Education student is a student who is enrolled in one or more units

conducted by the University, but who is not enrolled as an award, non-award, enabling or cross-institutional student;

- (v) an international student is a student who is not an Australian or New Zealand citizen nor the holder of permanent residence status in Australia and who is enrolled in a program of study on a fee-paying basis.

Student Activities Fee

2. (1) The Student Activities Fee shall comprise subscriptions to the Macquarie University Union, Macquarie University Sports Association and Macquarie University Students' Council or Postgraduate Representative Association.

(2) Save as provided in Rules 2(3), 2(4) and 2(5), a student enrolled in this University other than a Continuing Education student shall be required to pay the Student Activities Fee as specified in Schedule 1. The Student Activities Fee is payable each half-year.

(3) A cross-institutional student who is enrolling in the University in units for credit towards a degree in another university, and who produces to the Director, Financial Services evidence of current enrolment as a candidate for the degree and payment of a student activities fee at another university, will be granted exemption from the Student Activities Fee as in Schedule 1.

(4)(i) A student enrolled for the first time prior to 1982 who has paid four years' full-time subscriptions to the University Union or the equivalent thereof shall be exempt from payment of further University Union subscriptions.

(ii) Life Members of the University Union shall be exempt from the payment of University Union subscriptions.

(5)(i) A student enrolled for the first time prior to 1984 who has paid four years full-time subscriptions or the equivalent thereof to the University Sports Association shall be exempt from payment of further University Sports Association subscriptions whilst enrolled.

(ii) A student enrolled for the first time in 1984 or thereafter who has paid six years' full-time subscriptions or the equivalent thereof to the University Sports Association shall be exempt from payment of further University Sports Association subscriptions whilst enrolled.

(6) Student Activities Fees are payable in full not later than the day specified by the Director, Financial Services for completion of enrolment except as provided in Rule 11.

(7) Where a student discontinues a program of study by 31 March in the first semester or by 31 August in the second semester, a refund of the applicable Student Activities Fee will be made.

(8) Where a student's enrolment is annulled or a student is excluded from the University or from attendance at or participation in instruction in the University pursuant to a decision under the Student Misconduct and Discipline Rules or otherwise, no refund of the Student Activities Fee will be made.

Continuing Education and Non-Award

3. The fees to be paid by students enrolled in units conducted by the University under its Continuing Education Program, or by students enrolled as a non-award student, shall be as determined from time to time by the Vice-Chancellor pursuant to By-law 35(2), who shall also determine the conditions under which refunds of such fees may be made.

Tuition Fees for Specified Postgraduate Courses

4. (1) Unless granted exemption from payment by the Registrar, in terms of the provisions contained in Schedule 2 to these rules, students enrolled for certain postgraduate courses shall be liable to pay tuition fees as specified in Schedule 2.

(2) Tuition fees shall be payable each half-year by a date specified by the Director, Financial Services.

(3) Tuition fees shall be payable for the total Effective Full-time Student Unit (EFTSU) value for which a student is enrolled in each half-year.

(4) Save as provided in Rule 4(5), a student who discontinues, by the date specified, a unit for a course for which tuition fees are payable, shall be granted a refund of fees paid in respect of that unit:

- (a) First half-year units: 31 March
- (b) Second half-year units: 31 August
- (c) Full-year units: 30 April
- (d) Long-vacation units: date of commencement of unit or such later date as specified by the Head of the School or Director of the Centre in which the unit is offered.

(5) The Vice-Chancellor may determine special conditions under which refunds of tuition fees may be made in respect of a particular course where the Vice-Chancellor considers that the provisions of sub-rule (4) are inappropriate for that course.

Higher Education Contribution Scheme

5. (1) In accordance with the *Higher Education Funding Act 1988* (as amended), students will be liable to pay a contribution as specified under the Higher Education Contribution Scheme (HECS) except for those students who are exempted from such contribution.

(2) The HECS contribution shall be calculated for the student in the manner used to determine student load for the Department of Education, Training and Youth Affairs. Each unit or component of a student's program shall be given a weight by the Registrar, representing the proportion of 1 EFTSU that the unit or component represents. The weight for full-year units or components shall be assessed to be equally distributed over each half-year.

(3) HECS contribution shall be payable for the total EFTSU for which a student is enrolled in each half-year.

- (4)(a) Where the student discontinues by 31 March a unit or other component of a program taken in the first half-year, no HECS contribution shall apply in respect of that unit or component.
- (b) Where the student discontinues by 31 August a unit or other component of a program taken in the second half-year, no HECS contribution shall apply in respect of that unit or component.
- (c) Where the student discontinues by 30 April a unit or other component of a program taken over the full year, no HECS contribution shall apply in respect of that unit or component for the second half-year.

International Students

6. The fees to be paid by international students shall be determined, pursuant to By-law 35(2), by the Vice-Chancellor who shall also determine the conditions under which refunds of such fees shall be made.

Late Fees

7. (a) Late fee payable if application for admission is lodged after the day specified by the Registrar — late fees similar to the UAC late fees for the relevant admission period.

The late application fee will not be refunded under any circumstances.

(b) Late fee payable if enrolment is completed after the day specified by the Registrar or if fees are outstanding by the date specified by the Director, Financial Services — \$200 provided that in no case will enrolment be accepted more than one month after the day specified for the completion of enrolment except with the approval of the Registrar. In exceptional circumstances the Vice-Chancellor may waive payment of the late enrolment fee.

8. Repealed

Charges

9. Charges to be made for use of facilities or services provided by the University shall be as specified in Schedule 4.

Assisted Students

10. Holders of scholarships or other forms of financial assistance who have not received an enrolment voucher or appropriate letter of authority from their sponsor by the due date to pay fees are

required to pay their own fees. A refund will be made after the enrolment voucher or letter of authority has been lodged.

Extension of Time for Payment

11. Any student who owing to exceptional circumstances is unable to pay fees by the due date may apply in writing to the Director, Financial Services for an extension of time. Such application must state clearly and fully the reasons why payment cannot be made and the duration of extension sought and must be lodged before the date on which a late fee becomes payable.

Failure to Meet Liabilities

- 12.(a) Students who are indebted to the University for amounts totalling below \$200 will be denied access to examination results and will be denied permission to re-enrol.
- (b) Students who are indebted to the University for amounts totalling \$200 or more will be warned that their enrolment will be cancelled and if they remain indebted beyond a date determined by the Director, Financial Services, that their enrolment be cancelled and that they be denied permission to re-enrol.

SCHEDULE 1 — STUDENT ACTIVITIES FEE

These Fees may be amended by the University Council without notice.

A. The following Student Activities Fee will apply for the year 2006. The fee will generally be levied each semester, based on half of the applicable annual fee, as follows:

Undergraduate Students

(i) Full-time	<i>Semester 1</i>	<i>Semester 2</i>	<i>Annual Fee</i>
	\$184	\$184	\$368
	<i>comprising the following subscriptions —</i>		
University Union	\$88	\$88	\$176
Sports Association	\$73	\$73	\$146
MUSC	\$23	\$23	\$46
(ii) Part-time	<i>Semester 1</i>	<i>Semester 2</i>	<i>Annual Fee</i>
	\$184	\$184	\$368
	<i>comprising the following subscriptions —</i>		
University Union	\$88	\$88	\$176
Sports Association	\$73	\$73	\$146
MUSC	\$23	\$23	\$46

Postgraduate Students

(i) Full-time	<i>Semester 1</i>	<i>Semester 2</i>	<i>Annual Fee</i>
	\$183	\$183	\$366
	<i>comprising the following subscriptions —</i>		
University Union	\$88	\$88	\$176
Sports Association	\$73	\$73	\$146
MUPRA	\$22	\$22	\$44
(ii) Part-time	<i>Semester 1</i>	<i>Semester 2</i>	<i>Annual Fee</i>
	\$183	\$183	\$366
	<i>comprising the following subscriptions —</i>		
University Union	\$88	\$88	\$176
Sports Association	\$73	\$73	\$146
MUPRA	\$22	\$22	\$44

B. Students undertaking all of their program of studies in a semester externally, or as Non-Award students, will not be required to pay a Student Activities Fee for that semester.

C. International students, and students enrolled in off-campus MGSM programs or off-campus CMBF programs, will have their Student Activities Fee liability settled independently.

SCHEDULE 2 — TUITION FEES FOR POSTGRADUATE COURSES

These fees may be amended by the University Council without notice.

(i) Unless granted exemption by the Registrar and Vice-Principal under section v of this Schedule, a student, other than an international student, enrolled in 2006 for one of the postgraduate courses shown below, shall be liable to pay the tuition fees as set out below, provided that the Vice-Chancellor may determine a different fee where a course is offered to a group of students in an organisation:

Tuition Fees for Australian Students in Postgraduate Courses in 2006

Division of Economics and Financial Studies

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Applied Statistics	32	425	450
Postgraduate Diploma in Applied Statistics	24	425	450
Postgraduate Certificate in Applied Statistics	12	425	450
Master of Biostatistics	48	425	450
Postgraduate Diploma in Biostatistics	32	425	450
Postgraduate Certificate in Biostatistics	16	425	450
Master of Commerce in Accounting & Finance	32	425	450
Master of Commerce in Actuarial Studies	32	N/A	450
Master of Commerce in Business	32	425	450
Master of Commerce in Marketing	32	425	450
Master of Commerce in Information Systems and Technology	32	425	450
Master of Commerce in Value Chain Management	32	425	450
Master of Commerce/Master of Information Technology	48	425	450
Master of Economics	32	425	450
Postgraduate Diploma in Applied Economics	24	425	450
Postgraduate Certificate in Applied Economics	16	425	450
Master of International Business	32	425	450
Master of International Business/ Master of Arts in International Communication	48	425	450
Master of International Business/Master of International Relations	48	425	450
Master of Accounting	47	425	450
Postgraduate Diploma in Accounting	39	425	450
Master of Accounting (CPA Extension)	63	425/275#	450/300#
ACCG833 and ACCG834 (external provider)	8	140	160
Master of Applied Finance	32	740/525*	775/550*
Postgraduate Certificate in Applied Finance	16	740/525*	775/550*
Postgraduate Certificate in Entrepreneurship	12	N/A	450

* Sydney/Out of Sydney

The two rates apply to the two groups of units which make up the program: high ACCG849, 851-862; low ACCG901-912

Australian Centre for Educational Studies

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Early Childhood	32	CSP/275	CSP/300
Postgraduate Diploma in Early Childhood	24	CSP/275	CSP/300
Postgraduate Certificate in Early Childhood	12	CSP/275	CSP/300
Master of Education	32	CSP/275	CSP/300
Postgraduate Diploma in Education Studies	24	CSP/275	CSP/300
Postgraduate Certificate in Education Studies	12	CSP/275	CSP/300
Master of Education and Work	32	CSP/275	CSP/300
Postgraduate Diploma in Education and Work	24	CSP/275	CSP/300
Master of Educational Leadership	32	CSP/275	CSP/300
Postgraduate Diploma in Educational Leadership	24	CSP/275	CSP/300
Postgraduate Certificate in Educational Leadership	12	CSP/275	CSP/300
Master of Higher Education	32	CSP/275	CSP/300

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Postgraduate Diploma in Higher Education	24	CSP/275	CSP/300
Postgraduate Certificate in Higher Education	12	CSP/275	CSP/300
Master of Special Education	32	CSP/275	CSP/300
Postgraduate Diploma in Special Education	24	CSP/275	CSP/300
Postgraduate Certificate in Special Education	12	CSP/275	CSP/300
Postgraduate Certificate in Research Methods (ACES)	12	CSP/275	CSP/300

Division of Humanities

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Arts in Ancient History	32	CSP/275	CSP/300
Postgraduate Diploma in Ancient History	24	275	300
Postgraduate Certificate in Archaeology	12	275	300
Master of Arts in Children's Literature	32	CSP/275	CSP/300
Postgraduate Diploma in Children's Literature	24	CSP/275	CSP/300
Master of Arts in Coptic Studies	32	CSP/275	CSP/300
Master of Arts in Creative Writing	32	CSP/275	CSP/300
Postgraduate Certificate in Creative Writing	12	CSP/275	CSP/300
Master of Arts in Early Christian and Jewish Studies	32	CSP/275	CSP/300
Postgraduate Diploma in Early Christian and Jewish Studies	24	CSP/275	CSP/300
Master of Arts in Egyptology	32	CSP/275	CSP/300
Master of Arts in Early Christianity & Contemporary Practice	32	N/A	300
Master of Arts in English Literature	32	CSP/275	CSP/300
Master of Arts in History	32	CSP/275	CSP/300
Master of Arts in Modern History	32	CSP/275	CSP/300
Master of Arts in International Communication / Master of International Relations	48	315	360
Master of International Relations	32	315	360
Postgraduate Diploma in International Relations	24	315	360
Postgraduate Certificate in International Relations	12	315	360
Master of International Relations / Master of International Trade and Commerce Law	48	360	360
Master of International Relations / Master of International Environmental Law	48	360	360
Master of Politics and Public Policy	32	315	360
Master of Recording Arts	32	N/A	300
Postgraduate Certificate in Research Preparation (Humanities)	12	CSP/275	CSP/300
Postgraduate Certificate in Research Preparation (Int'l Relations)	12	315	360

Division of Law

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Commercial Law	32	360	360
Master of Environmental Law	32	360	360
Postgraduate Diploma in Environmental Law	24	360	360
Postgraduate Certificate in Environmental Law	16	360	360
Master of Environmental and Local Government Law	32	360	360
Postgraduate Diploma in Environmental and Local Government Law	24	360	360
Postgraduate Certificate in Environmental and Local Government Law	16	360	360
Master of International Environmental Law	32	360	360
Postgraduate Diploma in International Environmental Law	24	360	360
Postgraduate Certificate in International Environmental Law	16	360	360

Master of International Trade and Commerce Law	32	360	360
Postgraduate Diploma in International Trade and Commerce Law	24	360	360
Postgraduate Certificate in International Trade and Commerce Law	16	360	360
Master of Laws in Environmental Law	32	360	360
Master of Laws in International Environmental Law	32	360	360

Division of Society, Culture, Media and Philosophy

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Applied Anthropology	36	CSP/275	CSP/300
Postgraduate Diploma in Applied Anthropology	24	N/A	CSP/300
Postgraduate Certificate in Applied Anthropology	16	N/A	CSP/300
Master of Arts in Global Communication Practice	32	600	600
Master of Arts in International Communication	32	315	360
Master of Policy and Applied Social Research	32	CSP/275	CSP/300
Postgraduate Diploma in Policy and Applied Social Research	24	CSP/275	CSP/300
Postgraduate Certificate in Policy and Applied Social Research	12	CSP/275	CSP/300

Division of Environmental and Life Sciences

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Arts in Human Geography	32	425	450
Master of Biotechnology	32	CSP/425	CSP/450
Master of Biotechnology / Master of Commerce in Business	48	425	450
Master of Chiropractic	64	525	550
Master of Chiropractic (Qualifying)	48	525	550
Master of Environmental Education	46	CSP/425	CSP/450
Postgraduate Diploma in Environmental Education	32	CSP/425	CSP/450
Postgraduate Certificate in Environmental Education	16	CSP/425	CSP/450
Master of Environmental Management	46	CSP/425	CSP/450
Postgraduate Certificate in Environmental Management	16	CSP/425	CSP/450
Master of Environmental Planning	46	CSP/425	CSP/450
Master of Environmental Sciences	46	CSP/425	CSP/450
Master of Environmental Studies	46	CSP/425	CSP/450
Postgraduate Diploma in Environmental Studies	31	CSP/425	CSP/450
Postgraduate Certificate in Environmental Economics	16	CSP/425	CSP/450
Master of Geoscience	32	425	450
Master of Museum Studies	36	CSP/360	CSP/360
Postgraduate Diploma in Museum Studies	24	CSP/360	CSP/360
Master of Science in Geology	46	425	450
Master of Science in Palaeobiology	36	CSP/360	CSP/360
Master of Science (Education)	32	CSP/425	CSP/450
Postgraduate Diploma in Science (Education)	24	CSP/425	CSP/450
Postgraduate Certificate in Science (Education)	16	CSP/425	CSP/450
Master of Sustainable Development	32	CSP/425	CSP/450
Postgraduate Diploma in Sustainable Development	24	CSP/425	CSP/450
Postgraduate Certificate in Sustainable Development	16	CSP/425	CSP/450
Master of Wildlife Management	46	CSP/425	CSP/450
Postgraduate Certificate in Wildlife Management	16	CSP/425	CSP/450
Master of Wildlife Management - Habitat	32	CSP/360	CSP/360
Postgraduate Diploma in Wildlife Management - Habitat	24	CSP/360	CSP/360
Postgraduate Certificate in Wildlife Management - Habitat	16	CSP/360	CSP/360

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Master of Ageing and Health	32	CSP/425	CSP/450
Postgraduate Diploma in Ageing and Health	24	CSP/425	CSP/450
Postgraduate Certificate in Ageing and Health	16	CSP/425	CSP/450
Postgraduate Certificate in Research Preparation (ELS)	16	CSP/315	CSP/360

Division of Linguistics and Psychology

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Applied Linguistics	40	315	360
Postgraduate Diploma in Applied Linguistics	24	315	360
Postgraduate Certificate in Linguistics Research	12	315	360
Postgraduate Certificate in Managing Language Programs	12	315	360
Postgraduate Certificate in TESOL	12	360	360
Master of Communication Disorders	32	315	360
Master of Communication in Professions and Organisations	32	315	360
Postgraduate Diploma in Communication in Professions and Organisations	24	315	360
Postgraduate Certificate in Communication in Professions and Organisations	12	315	360
Master of Clinical Audiology	64	315	360
Master of Science in Speech and Language Processing	32	CSP/315	CSP/360
Master of Speech and Language Pathology	64	360	360
Master of Arts in Editing and Publishing	32	315	360
Postgraduate Diploma in Editing and Publishing	24	315	360
Postgraduate Certificate in Editing	12	315	360
Master of Conference Interpreting	32	315	360
Master of Translation and Interpreting	40	315	360
Postgraduate Diploma in Translation and Interpreting	28	315	360
Master of Translation and Interpreting / Master of International Relations	56	315	360
Postgraduate Diploma in Auslan/English Interpreting	28	CSP/275	CSP/300
Postgraduate Diploma in Psychology	32	315	360
Postgraduate Diploma in Applied Psychology	32	315	360
Postgraduate Certificate in Applied Psychology	16	315	360
Master of Clinical Neuropsychology	64	360	400
Master of Clinical Psychology	64	315	360
Master of Counselling Psychology	64	315	360
Postgraduate Diploma in Counselling Psychology	32	315	360
Postgraduate Certificate in Counselling Psychology	16	315	360
Master of Organisational Behaviour	64	315	360
Postgraduate Diploma in Organisational Behaviour	32	315	360
Postgraduate Certificate in Organisational Behaviour	16	315	360
Master of Social Health	64	CSP/315	CSP/360
Postgraduate Diploma in Social Health	32	CSP/315	CSP/360
Postgraduate Certificate in Social Health	16	CSP/315	CSP/360

Division of Information and Communication Sciences

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Information Technology	32	425	450
Postgraduate Diploma in Information Technology	16	425	450

Graduate School of Management

Degree/Award	Credit Points	Continuing \$ per cr pt	New \$ per cr pt
Master of Business Administration	64	700	700
Master of Management	40	700	700
Postgraduate Diploma in Management	24	700	700
Postgraduate Certificate in Management	12	700	700

Explanatory Notes:

N/A Not Applicable

CSP Where it has been stated that a program has Commonwealth Supported Places (previously called HECS places and now referred to as CSP) it may be necessary to limit the number of CSPs in some areas. Every effort will be made to ensure that new students are given a CSP. If it is necessary to limit the number of CSPs, these will be awarded on academic merit. Fee-paying places with access to loans through FEE-HELP are also available in these programs to eligible students. Australian permanent residents are not eligible for FEE-HELP unless they are on a humanitarian visa.

Where a program is listed as CSP/xxx this means that the figure after CSP is the cost per credit point that would apply if there were no available Commonwealth supported places in that program.

SCHEDULE 4 — CHARGES FOR USE OF UNIVERSITY FACILITIES

(i) *Examination charge:*

Charge for examination requiring special arrangements, per paper — \$70. This charge does not apply for an examination requiring special arrangements where such arrangements are made necessary by the illness or physical disability of the candidate.

(ii) *Statement of Academic Records charge:*

Issued with original testamur (two copies) — no charge. Thereafter, each request, processing charge \$15, plus \$1 per copy except that requests requiring immediate production, processing charge \$25 plus \$1 per copy.

Note that no charge shall be levied for the supply of academic records where the University is under a statutory obligation to supply a transcript, and in certain other specific circumstances as approved by the University Council.

(iii) *Replacement testamur charge:*

Where the testamur is to be issued in the same name by which the candidate was known at graduation - \$50.

Where the testamur is to be issued in a name different to the name by which the candidate was known at graduation - \$65.

(iv) *Service charge for application for admission to non-award units:*

Charge for each application lodged to enrol in one or more non-award units in a given year \$60.

(v) *Replacement of Student Identity Card:*

Charge for replacement of lost or damaged student identity card — \$10.