

Policy	
SAE Fee Policy Addendum for Covered Individuals under the GI Benefits Bill	
1. Policy Statement	“Covered Individuals” studying with SAE Institute Pty Ltd
2. Purpose	This policy supplements existing SAE Policy and Procedure and Australian legislation regarding tuition fees and is designed to ensure that SAE Institute Pty Ltd meets the compliance requirements of the Veterans Benefits and Transition Act of 2018, section 3679 of title 38.
3. Scope	This policy applies to any student studying with SAE Institute Pty Ltd who is a “Covered Individual” and is entitled to educational assistance under Chapter 31, Vocational Rehabilitation and Employment or Chapter 33, Post-9/11 GI Benefits Bill.
4. Associated Policies & Procedures	<ul style="list-style-type: none"> ● Tuition Fees and Refund Policy and Procedure ● International Student policy
5. Associated Documents	<ul style="list-style-type: none"> ● GI Benefits Bill (United States of America)
6. Policy	<p>6.1 Overview This policy supplements the existing SAE Tuition Fees and Refund Policy and Procedure and provides additional clauses relevant to “covered individuals”. This policy should be read in conjunction with the SAE Tuition Fees and Refund Policy and Procedure and International Student Policy</p> <p>6.2 Covered Individuals and Certificates of Eligibility A covered individual is able to attend or participate in the program (course) of education during the period beginning on the date on which the individual provides to SAE a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a “certificate of eligibility” can also include a “Statement of Benefits” obtained from the Department of Veterans Affairs’ (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:</p> <ol style="list-style-type: none"> 1. The date on which payment from VA is made to the institution. 2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility. <p>6.3 Lodgement of Certificate of Eligibility Upon acceptance into a program of study at SAE, a covered Individual must submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a program of education. Accompanying this certificate, must be a written and signed request from the covered individual, which matches the personal details provided during the admissions process.</p> <p>6.4 Additional Fees and Penalties SAE will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the</p>

	<p>requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.</p> <p>SAE reserves the right to impose a fee for the amount that is the difference between the amount of the student's financial obligation and the amount of the VA education benefit disbursement. Where a fee difference occurs, the covered individual will have 28 days to pay the difference in full.</p> <p>Should a covered individual not be able to meet this requirement, their enrolment will be canceled. For covered individuals who are studying under the terms of a student visa, this will also lead to cancellation of the visa and reporting of the covered individual to the Department of Home Affairs.</p>
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Administrative Information & Version Control

Date	Summary of Changes	Approved by
18/07/2019	Initial Version	L.Aitken (General Manager)