



BSB41419 - Certificate IV in Work Health and Safety
Online Delivery Course Guide



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Introduction

This course is delivered fully online and is designed for self-paced learning. It is ideal for students who need the flexibility to study at their own convenience and prefer not to be tied to scheduled class times. This approach supports learners in balancing their studies with work, family, and other commitments.

All learning materials are accessed through our Learner Management System (LMS). Students can engage with trainers/assessors and connect with peers through the LMS communication features.

Comprehensive student support is available throughout the learning journey. Learners can reach out via telephone, email, or the online discussion forums within the LMS. All course resources and assessments are provided and submitted electronically through the LMS.

Although the course is self-paced, students are not left to study alone. Trainers and assessors are available from Monday to Friday by phone and email and will respond to queries within 24–48 hours. Contact details for trainers/assessors are accessible in the LMS. Trainers/assessors also use the LMS to share announcements, additional learning resources, and responses to frequently asked questions.

Navigating Your Path to Practical Excellence

At the core of Australia's Vocational Education and Training (VET) sector is a deep commitment to practical, hands-on learning that aligns directly with real industry expectations. The **BSB41419 – Certificate IV in Work Health and Safety** embodies this vision by providing learners with both the theoretical foundations and the practical capabilities needed to contribute meaningfully to safe work environments. This qualification has been designed for individuals who want more than just knowledge—they want to confidently apply what they learn, improve workplace safety standards, and excel within their chosen career path.

The program emphasises real-world application. Each unit has been developed to help you understand not only *what* must be done but *how* to carry it out effectively in genuine workplace situations. Whether you are new to Work Health and Safety (WHS) or seeking to strengthen existing skills, this course equips you with tools that can be immediately transferred into your daily role. Our approach supports your goal of becoming a knowledgeable, capable, and industry-ready WHS practitioner.

Unveiling the Structure and Timelines

Within these pages, you will find a clear, comprehensive outline of your learning journey. The course structure has been intentionally designed to meet the evolving needs of modern industries, combining essential WHS theory with practical experiences that mirror workplace expectations. Each component builds progressively, guiding you toward competency in areas such as hazard identification, risk control, compliance, consultation, and emergency response.

The detailed timelines included serve as your personalised learning roadmap. They provide structure while still offering the flexibility required to balance study with work and personal commitments. These timelines help you understand what to expect at each



stage of the program—when key assessments occur, how long each unit typically requires, and when practical application activities should be completed.

Together, the course structure and timelines ensure you remain motivated, organised, and well-prepared. They are designed to support your success by making your learning experience clear, manageable, and aligned with your long-term career aspirations. With each step, you move closer to mastering the practical skills needed to thrive in the Work Health and Safety field.

Gateway to your professional ascent

Entrance into the BSB41419 - Certificate IV in Work Health and Safety program is designed to be accessible yet stringent, ensuring that you are not only enthusiastic about your chosen field but also possess the foundational skills required for success. As you progress through the course, you'll find that assessments are geared towards real-world scenarios, preparing you for the challenges and responsibilities of your chosen profession.



Financial clarity for your educational investment

We understand the importance of financial transparency. This handbook elucidates the fees associated with the BSB41419 - Certificate IV in Work Health and Safety program and explores potential financial assistance options through payment plan. Your investment in education is an investment in your future, and we strive to make the path forward as clear and manageable as possible.

Frequently asked questions for informed decisions

Addressing your queries and concerns is integral to your decision-making process. We've compiled a comprehensive list of frequently asked questions (FAQs) to provide clarity on the practical aspects of the course, from industry relevance to support services and beyond.



What you will learn

In the BSB41419 - Certificate IV in Work Health and Safety, participants will acquire a comprehensive understanding of work health and safety principles, equipping them with the knowledge and skills essential for promoting a safe and compliant work environment. The course emphasizes a practical, hands-on approach to learning, incorporating real-world scenarios, workplace simulations, and interactive class discussions. Students will delve into risk assessment methodologies, hazard identification, and the development of effective safety management systems. Through a dynamic delivery mode, including engaging classroom sessions and practical applications, participants will gain expertise in implementing and monitoring WHS policies and procedures, conducting safety audits, and fostering a culture of workplace health and safety. This VET course is tailored to empower individuals for success in roles where they play a pivotal role in safeguarding the well-being of colleagues and ensuring legal compliance in diverse occupational settings.

Importance

The BSB41419 - Certificate IV in Work Health and Safety is crucial in fostering a culture of safety and well-being within workplaces, making it an essential qualification with wide-ranging societal impact. This course is significant as it equips individuals with the expertise to identify, assess, and manage workplace risks effectively, contributing to the reduction of accidents and injuries. The emphasis on legal compliance ensures that organizations adhere to regulatory standards, promoting a safe and ethical working environment. On a societal level, the ripple effect of well-implemented work health and safety practices is evident in the overall improvement of public health and the reduction of the economic burden associated with workplace injuries.

From a personal and professional standpoint, this course is fulfilling as it empowers individuals to play a critical role in protecting the health and safety of themselves and their colleagues. Graduates gain a deep sense of accomplishment in knowing they contribute to creating workplaces where employees can thrive without compromising their well-being. Professionally, holding the Certificate IV in Work Health and Safety enhances career prospects, opening doors to roles such as Safety Officer, Compliance Coordinator, or WHS Advisor.

For those already in the field, the course serves as a valuable opportunity for skill enhancement, providing updated knowledge on best practices and legal requirements, and positioning them as leaders in championing workplace safety initiatives. Ultimately, this qualification not only enriches individual careers but also makes a tangible, positive impact on the broader community by fostering healthier, safer work environments.

Beneficial

Beyond the technical expertise in work health and safety, the BSB41419 - Certificate IV in Work Health and Safety offers additional benefits, particularly in the development of interpersonal skills that are essential for professional success. Participants in this course cultivate effective communication skills, enhancing their ability to convey safety



information clearly and engage with diverse stakeholders in the workplace. The emphasis on teamwork and collaboration ensures that graduates can work seamlessly with colleagues to implement and monitor safety measures. Conflict resolution skills are honed, enabling professionals to navigate differing opinions on safety protocols. The course also promotes leadership qualities, empowering individuals to inspire a safety-conscious culture within their teams. Additionally, participants develop strong problem-solving abilities, critical for addressing complex safety challenges collaboratively. These enhanced interpersonal skills not only contribute to individual success but also foster a positive, communicative, and safety-oriented work environment that benefits the entire organization.

Course structure

Students have up to **31 weeks** to complete this course. While delivery is **online and self-paced**, learners are expected to follow the **recommended course schedule** provided by the College to support progression and timely completion.

Any variation to the suggested study schedule must be **approved by the trainer**.

Units of competency are organised into **structured modules or study areas**, enabling students to complete all learning activities and assessments for each topic within an allocated timeframe.

Study Commitment

The course is designed on the basis that students will commit a minimum of:

25 hours per week (Total Study Hours)

This includes a combination of:

- **Online study:** Approximately 15 hours per week
- **Workplace-based learning and assessment:** Approximately 10 hours per week

Example of Study Hours Allocation

For example, the unit: **BSBINS401 – Analyse and Present Research Information** is scheduled over a **3-week period**, with total study hours calculated as follows:

- Weekly total: 25 hours
- Duration: 3 weeks
- **Total study hours: 75 hours**

Learning Resources and Delivery

Students will have access to a wide range of learning tools and resources through the College's **Learning Management System (LMS)**.

The LMS provides access to:

- Learning materials and unit content
- Assessment tasks and submission portals
- Communication tools for interaction with trainers and peers

Learning Approach

A variety of learning methods are incorporated to support engagement and practical skill development, including:

- Instructional videos
- Research and project-based activities
- Online discussions and collaborative tasks
- Live webinars delivered via the LMS

This blended online learning approach supports students to:

- Develop industry-relevant competencies
- Apply knowledge in workplace settings
- Stay engaged and connected throughout their studies

Unit	Week(s)	Online Study hrs. + Workplace hrs.	Total Study (hours)
BSBINS401 Analyse and present research information	1 – 3	75	75
BSBWHS414 Contribute to WHS risk management	4 - 7	100	100
BSBCMM411 Make presentations	8 - 9	50	50
Break / Progress Catch Up	10 -11		
BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes	12 – 13	50	50
BSBLDR411 Demonstrate leadership in the workplace	14 – 16	75	75
BSBWHS419 Contribute to implementing WHS monitoring processes	17 – 20	100	100
Break / Progress Catch Up	21 - 22		
BSBWHS415 Contribute to implementing WHS management systems	23 – 25	75	75
BSBWHS412 Assist with workplace compliance with WHS laws	26 – 27	50	50
BSBWHS418 Assist with managing WHS compliance of contractor	28 – 29	50	50
BSBWHS416 Contribute to workplace incident response	30 - 31	50	50
Total hours		675	675

Table 1 Course Schedule



Module 1

BSBINS401 Analyse and present research information

In this unit, the primary objective is to equip individuals with the skills to effectively analyse research information and present findings in a clear and concise manner. Competence in this unit involves understanding research methodologies, collecting and evaluating data, and presenting information in a format that is accessible and meaningful to the intended audience. Someone with competence in BSBINS401 is expected to demonstrate proficiency in conducting research, critically analysing information, and utilizing appropriate tools to present research findings. This includes the ability to organize and structure information logically, employ visual aids effectively, and communicate research outcomes in a manner that facilitates decision-making or further inquiry. Successful completion of this unit signifies an individual's capability to contribute valuable insights through research analysis and presentation in various professional settings.

BSBWHS414 Contribute to WHS risk management

In this unit, the primary objective is to develop skills in contributing effectively to workplace health and safety (WHS) risk management processes. Competence in this unit involves understanding WHS legislative requirements, identifying and assessing risks, and actively participating in the development and implementation of risk control measures. Those with competence in BSBWHS414 are expected to contribute proactively to creating a safe work environment, collaborating with stakeholders, and ensuring compliance with WHS regulations. Successful completion of this unit indicates the ability to play a crucial role in promoting and maintaining a safe workplace.

BSBCMM411 Make presentations

In this unit, the main goal is to develop skills in planning, preparing, and delivering effective presentations. Competence in this unit involves understanding the needs of the audience, structuring content logically, and utilizing presentation aids to enhance communication. Those with competence in BSBCMM411 are expected to deliver engaging and persuasive presentations, adapting their communication style to suit diverse audiences. Successful completion of this unit demonstrates the ability to confidently and effectively convey information, contributing to successful communication in various professional settings.

Module 2

BSBWHS413 Contribute to implementation and maintenance of WHS consultation and participation processes

In this unit, the primary objective is to develop skills in fostering workplace health and safety (WHS) consultation and participation. Competence in this unit involves understanding the importance of effective communication, collaborating with

stakeholders to implement consultation processes, and ensuring ongoing participation in WHS initiatives. Those with competence in BSBWHS413 are expected to contribute actively to creating a workplace culture that values and involves employees in WHS decision-making. Successful completion of this unit signifies the ability to play a key role in promoting a collaborative and participatory approach to WHS.

BSBLDR411 Demonstrate leadership in the workplace

In this unit, the main goal is to develop leadership skills and behaviours. Competence in this unit involves understanding leadership principles, modelling ethical conduct, and inspiring and guiding others. Those with competence in BSBLDR411 are expected to demonstrate effective leadership, foster a positive workplace culture, and drive organizational objectives. Successful completion of this unit indicates the ability to lead with integrity, influence team dynamics positively, and contribute to the achievement of organizational goals.

BSBWHS419 Contribute to implementing WHS monitoring processes

In this unit, the primary objective is to develop skills in implementing and contributing to workplace health and safety (WHS) monitoring. Competence in this unit involves understanding monitoring processes, analysing WHS data, and implementing strategies to improve safety outcomes. Those with competence in BSBWHS419 are expected to actively contribute to the monitoring of WHS performance, identifying areas for improvement, and assisting in the implementation of corrective measures. Successful completion of this unit demonstrates the ability to contribute effectively to maintaining and enhancing WHS standards within the workplace.

Module 3

BSBWHS415 Contribute to implementing WHS management systems

In this unit, the primary objective is to develop skills in contributing to the establishment and maintenance of workplace health and safety (WHS) management systems. Competence in this unit involves understanding WHS management system principles, participating in the implementation of policies and procedures, and promoting a culture of continuous improvement. Those with competence in BSBWHS415 are expected to actively contribute to the effective management of WHS, ensuring compliance and fostering a safe work environment. Successful completion of this unit signifies the ability to play a key role in establishing and supporting WHS management systems within an organization.

BSBWHS412 Assist with workplace compliance with WHS laws

In this unit, the main goal is to develop skills in supporting workplace compliance with health and safety laws. Competence in this unit involves understanding WHS legislative requirements, assisting in the development of compliance measures, and participating in audits and inspections. Those with competence in BSBWHS412 are expected to



contribute to creating a workplace environment that adheres to legal standards, ensuring the safety and well-being of all employees. Successful completion of this unit demonstrates the ability to assist in establishing and maintaining legal compliance with WHS laws.

BSBWHS418 Assist with managing WHS compliance of contractor

In this unit, the primary objective is to develop skills in supporting the management of workplace health and safety (WHS) compliance for contractors. Competence in this unit involves understanding contractor WHS requirements, assisting in the development of contractor safety plans, and monitoring and evaluating contractor compliance. Those with competence in BSBWHS418 are expected to contribute to ensuring that contractors comply with WHS standards, reducing risks associated with contracted work. Successful completion of this unit signifies the ability to support effective management of contractor WHS compliance within the organization.

BSBWHS416 Contribute to workplace incident response

In the unit of competency BSBWHS416 - Contribute to workplace incident response, the main goal is to develop skills in contributing to the planning and implementation of workplace incident response procedures. Competence in this unit involves understanding incident response principles, participating in incident investigations, and recommending corrective actions. Those with competence in BSBWHS416 are expected to actively contribute to the effective response to workplace incidents, promoting a culture of continuous improvement in safety. Successful completion of this unit demonstrates the ability to play a key role in incident response, fostering a safe and responsive work environment.

Course participants and entry requirements

The BSB41419 - Certificate IV in Work Health and Safety is designed for individuals working in a work health and safety (WHS) role who provide a broad range of technical knowledge and skills and have some limited responsibility for the output of others.

The qualification applies to those working as supervisors, WHS personnel, and workers in other WHS-related roles who manage risks effectively, apply relevant WHS laws, and contribute to WHS within the workplace in known or changing contexts with established parameters.

Individuals residing in Australia looking to explore/further a career in occupational health and safety; must have some relevant working experience for at least three (3) months to commence this course.

Course participants are expected to possess:

- **Analytical Skills:** The ability to analyse and assess workplace situations, identifying potential hazards and evaluating risks systematically.
- **Communication Skills:** Effective verbal and written communication skills to convey safety information clearly to diverse audiences, fostering a culture of open communication.
- **Teamwork and Collaboration:** Capacity to work collaboratively with colleagues, management, and stakeholders to implement and monitor safety protocols, promoting a collective commitment to well-being.
- **Leadership Qualities:** Leadership skills to inspire a safety-focused culture, guide teams, and champion workplace well-being, contributing to a positive and proactive safety environment.
- **Problem-Solving Abilities:** Strong problem-solving skills to address safety challenges, recommend effective solutions, and adapt to evolving workplace conditions.
- **Ethical and Legal Awareness:** Understanding of ethical principles and legal requirements related to workplace health and safety, ensuring compliance and ethical conduct in safety practices.



Entry requirements

Students must meet the following requirements to be admitted into this course:

- Be at least 18 years old at the time of commencing the course.
- Have successfully completed the Australia Year 12
- Pass Language, Literacy, Numeracy (LLN) and Digital Literacy Skills, LLND assessment at Level 3
- Be currently employed and fulfilling a WHS role for at least 3 months AND must be able to complete workplace assessment with current employer.
- Have successfully completed Pre-Training Review.

Pre-Training Review

The Pre-training Review assists Risen Star College, RSC staff and yourself to determine whether this course is the most suitable for you and to also identify any support needs you may have once you commence.

The review also helps to identify skills recognition and credit transfers when applying for a vocational education course. This assists to determine your competencies, including your literacy and numeracy skills prior to you commencing the training. The LLN and digital literacy assessments are conducted via Learners Management System, LMS following the pre-training review. The Language, Literacy, Numeracy (LLN) and Digital Literacy Skills, LLND assessment level for this course is 3

Language, Literacy and Numeracy Level 3

This quiz targets Level 1 to Level 3 competencies in the ACSF. It is suitable for learners preparing for a wide range of training programs, including those that involve following written instructions, completing short written tasks, and applying basic maths in everyday situations.

The broader level range helps RSC assess learner readiness for entry-level to intermediate qualifications and identify any support needs early.

Digital Literacy Level 3

This quiz targets Level 1 to Level 3 competencies in the Australian Digital Capability Framework (ADCF). It is suitable for learners preparing for a broad range of training programs that require practical digital skills such as communicating online, using shared tools, and creating simple content.

The RSC's enrolment process is as follows

Enrolment Process

Stage 1: Pre-Training Review

- a) Complete Pre-Training Review form.
- b) Read Course Information via Course Guide
- c) Confirm the marketing information provided.
- d) Discussion regarding tuition and other fees

Stage2: Language, Literacy, Numeracy and digital literacy (LLND) Evaluation

- a) Complete Language, Literacy, Numeracy and digital literacy (LLND) test via Learners Management System (Computer Based Test, CBT)
- b) Determine if LLND outcome is satisfactory to commence the desired course
- c) Determine other support needs

Stage 3: Enrolment

- a) Complete the Enrolment process.

Stage 4: Commencement of training

- a) Commence training and assessment

Accessing Learning Management System (LMS)

Access to our learning management system, LMS requires you to have access to following **A Laptop with the minimum of the following Software & Hardware**

- Disk space: 200MB plus as much as you need to store content. 5GB is probably a realistic minimum.
- Processor: 1 GHz (min), 2 GHz dual core or more recommended.
- Memory: 512MB (min), 1GB or more is recommended. 8GB plus is likely on a large production server

Assessment Requirements

Assessment Approach

Student knowledge and skills are assessed throughout the course using a range of assessment methods designed to meet the **Principles of Assessment** and **Rules of Evidence**.

Assessment methods may include:

- Written assignments
- Online quizzes
- Case studies
- Projects
- Workplace-based assessments

The specific assessment requirements vary depending on the unit of competency.



Workplace Assessment Requirements

Student knowledge and skills are assessed throughout the course using a range of assessment methods designed to meet the **Principles of Assessment** and **Rules of Evidence**.

Assessment methods may include:

- Written assignments
- Online quizzes
- Case studies
- Projects
- Workplace-based assessments

The specific assessment requirements vary depending on the unit of competency.

Workplace Assessment Requirements

Units that require workplace assessment must be completed in a **real workplace environment** relevant to the qualification.

Students will be required to provide evidence such as:

- Skills workbooks
- Logbooks
- Portfolios of evidence
- Third-party reports completed by a workplace supervisor

For this course:

Workplace assessment MUST be demonstrated in a real workplace

Domestic students must:

- Be currently employed in a relevant role
- Have access to a suitable workplace environment
- Be able to complete required assessment tasks with their employer

Work Placement Requirements

The work placement component enables students to apply and consolidate the knowledge and skills developed during online learning.

- All required work placement hours must be recorded in a **logbook**
- Logbooks must be **verified and signed by a workplace supervisor**
- Students are responsible for arranging and maintaining their workplace access

Students are responsible for any costs associated with travel to and from their workplace.

Skills Workbook and Evidence Requirements

To successfully complete workplace assessment tasks, students must complete the **Skills Workbook**, which is contextualised by the trainer/assessor to reflect:

- The individual learner's needs
- The relevant industry and workplace context

The Skills Workbook includes:

- Workplace assessment activities
- Instructions and guidance for each task
- Assessment templates and forms

- A list of required evidence to be submitted

Trainer/Assessor Role

Trainers and assessors will:

- Provide guidance and support throughout the assessment process
- Contextualise assessment tools to suit workplace environments
- Review submitted evidence and provide feedback
- Ensure assessments meet industry and training package requirements

Competency-Based Assessment

This course follows a **competency-based assessment model**.

- Each assessment task is marked as:
 - **Satisfactory (S)** or
 - **Not Satisfactory (NS)**
- Final unit outcomes are recorded as:
 - **Competent (C)** or
 - **Not Yet Competent (NYC)**

Students must demonstrate **competency in all assessment tasks** to achieve a competent outcome.

Reassessment Opportunities

If a student does not achieve a satisfactory result:

- They will be provided with **feedback**
- They will be given the opportunity to **resubmit or reattempt** the required components

Students are expected to address identified gaps and meet all requirements to demonstrate competency

Course fees and payment options (Domestic)



Course Fee

The fee for **BSB41419 - Certificate IV in Work Health and Safety - Online delivery**

Course Fee

Tuition fee = \$2,000,

Resource fee = \$1,000,

Enrolment Fee = \$ 250

Note:

* **Enrolment Fee:** A non-refundable fee required for processing the application.

* **Resource Fee:** Covers access to the learning management system and online course materials.

NOTE - RSC will not collect more than \$1,500 in prepaid fees from a student at any time unless a compliant fee protection arrangement is in place

Fee Schedule

Instalment plan option:

Due on enrolment: \$ 1,000 Tuition Fee

\$ 500 Enrolment Fee

Due on Week 4: \$ 1,000 Resource Fee

Due on Week 10 \$ 250

Due on Week 20: \$ 250

Due on Week 30: \$ 250

Payment Options

For Your INITIAL Fee Payment

Bank Name: Australia New Zealand bank, ANZ

Account Name: RISEN STAR COLLEGE OF TECHNOLOGY AND BUSINESS

BSB:014269

ACCOUNT NUMBER: 649925833

For ALL Your Remaining Tuition Fee Payments

Bank Name: Australia New Zealand bank, ANZ

Account Name: RISEN STAR COLLEGE OF TECHNOLOGY AND BUSINESS

BSB:014269

ACCOUNT NUMBER: 176721389



Course cancellation and refunds

Risen Star College understands that sometimes a student may decide that the course they have enrolled in is not the best fit for their goals, circumstances, or future career plans. For this reason, the College has established a clear and transparent Fee Management and Refund Policy to ensure that students are fully informed about their options and entitlements should they choose to withdraw.

If at any point you decide to discontinue your studies, you will need to formally request a withdrawal. This process begins by completing the Refund Request Form, which is available for download from the Risen Star College website. The form must be filled out accurately, providing the reasons for your withdrawal and any supporting documents that may be relevant to your request. Once completed, the form should be submitted to the College administration for review and processing.

Eligibility for a refund depends on several factors, including the timing of your withdrawal, the amount of tuition fees paid, and the specific conditions outlined in Risen Star College's Refund Policy. The policy provides detailed guidance on refundable and non-refundable fees, withdrawal deadlines, and circumstances under which partial or full refunds may be granted. These guidelines are designed to ensure fairness, transparency, and compliance with regulatory standards.

Before submitting your withdrawal, you are encouraged to read the Fee Management and Refund Policy thoroughly and, if needed, speak with a student support officer. This will help you fully understand your rights, responsibilities, and the possible financial implications of discontinuing your course.



Frequently asked questions

Q	Can I get any recognition for my existing skills and knowledge?
A	Yes. Every RTO in Australia is required to have an assessment system called Recognition of Prior Learning (RPL). RPL is designed to assess your current skills and knowledge against a unit of competency. You might have acquired these competencies through formal learning, non-formal learning, or informal learning. All of which are valid through RPL.
Q	What are my rights and responsibilities as a student of the RTO?
A	To find out more about your rights and responsibilities as a Risen Star College learner, please refer to the Student Handbook.
Q	What kind of certification do I get after the course?
A	In the Australian Qualifications Framework (AQF), a Certificate IV is a level 4 qualification indicating a higher skill and knowledge level. It is designed for individuals with some prior education or work experience, offering a comprehensive set of skills in a specific vocational area. This credential serves as a recognised qualification for skilled work or further education, positioning individuals at an intermediate level in the AQF hierarchy.
Q	What is included in my course fees?
A	The course fee covers: <ul style="list-style-type: none"> • Access to online content modules • Ongoing student support, i.e., coaching and tutorial sessions if required • Assessment support • Administrative costs
Q	Do you have other payment options?
A	Students can pay via Direct debit, Credit card or EFT Transfer
Q	What happens if I can't submit my assessments on time?
A	Reasonable adjustments are part of the VET principles of assessment. You may reach out to your Student Support Officer or Trainer/Assessor if you will not be able to submit your assessment on time.

Steps for Application and Enrolment

1. Gather Information

- Potential students can visit the RSC's website to gather information about courses via course guide & student handbook
- Potential students can be represented by Agents contracted by the Risen Star College.

2. Application

- Submit Application via online
- Risen Star College Staff will contact you to book in a Pre-Training Review

3. Pre-Training Review & LLND

- Complete Pre-Training Review form.
- Discussion tuition and other fees
- Complete Language, Literacy, Numeracy and digital literacy (LLND) test
- Determine if LLND outcome is satisfactory to commence the desired course
- Determine other support needs

4. Enrolment

- Complete Enrolment Form.
- Receive Offer Letter
- Read the conditions in the offer letter, accept and submit back to RSC
- Pay tuition fee

5. Induction

- Attend the student induction.
- Begin your education journey with Risen Star College

Risen Star College of Technology and Business
RTO Code: 46387
Contact: 0499824064
Email: admin@risenstarcollege.edu.au
Web: <http://www.risenstarcollege.edu.au>
Address: 34 Old Cleveland Rd, Greenslopes QLD 4120

