

POLICY			
Fair Treatment, Equal Benefits and Opportunity Policy			
Date of approval	20 August 2014	Approved by	Academic Board
Date of effect	20 August 2014	Current to	August 2017
Registered no	STU016	Version	V2 2016
Policy Owner	Executive Director, Strategic & Shared Services		
Contact Officer	Manager, Student Services		

1. Outline

Batchelor Institute of Indigenous Tertiary Education (The Institute) supports the concept of equal opportunity and is committed to providing all staff, students and potential students with a working and learning environment which values diversity, respects differences and provides an environment that is safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination.

2. Summary

This policy is a statement of the commitment of The Institute to Fair Treatment and Equal Benefits and Opportunity practices in accordance with provisions of the *Higher Education Support Act 2003* (HESA) and the associated Higher Education Provider and VET Provider Guidelines for the selection and treatment of all students and potential students.

3. Policy

- 3.1 The Institute supports the concept of equal opportunity and is committed to providing all staff, students and potential students with a working and learning environment which values diversity, respects differences and provides an environment that is safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination.
- 3.2 The Institute has a stated commitment to treating all students fairly and has selection processes that ensure all persons seeking to enroll who are or would be eligible for Income Contingent Loans are treated fairly.

3.3 The Institute is committed to providing equal benefits and opportunity to all students in the selection process.

4. Responsibilities

4.1 **Employees.** This policy applies to all employees.

4.2 **Manager, Student Services.** Responsibility for the ongoing management of this policy and review every three years, or earlier if required.

5. Acronyms & Terms

Acronym/Term	Definition/Description
HESA	<i>The Higher Education Support Act 2003</i>
Guidelines	The Higher Education Provider and VET Provider Guidelines issued pursuant to the HESA.
Potential Student	All persons seeking to enrol in a VET or higher education unit of study that meets the course requirement under subclause 45(1) of schedule 1A of the HESA and who are, or would be, entitled to VET FEE-HELP or FEE-HELP assistance under the HESA.
Student	A person who is/has enrolled in a unit of study with The Institute and who would be entitled to VET FEE-HELP or FEE-HELP assistance under HESA.
Unit of study	A subject or unit that a student may undertake with the Institute as part of a course of study in which the student may access VET FEE-HELP or FEE-HELP to pay for all or part of their tuition fees for that unit.
VET FEE-HELP and FEE-HELP	VET FEE-HELP is an income contingent loan scheme which assists students to pay for all or part of the tuition fees for approved VET courses. It is an extension of the existing higher education loan scheme FEE-HELP. FEE-HELP is an income contingent loan scheme that assists eligible students to pay for all or part of their tuition fees when studying one or more eligible higher education courses undertaken with an approved higher education provider.

6. Related documents

Higher Education Support Act 2003

Higher Education Standards Framework (Threshold Standards) 2011

7. Modification history

Date	Version	Sections modified	Authority	Details
20 Aug 2014	v1 2014	New policy	Academic Board	
July 2015	V1.1 2015	s4.2, s8	Director, Student Services	Change of title due to organisational changes
November 2016	V2		Senior Policy Officer	Amendments due to changes in organisational titles and logo

8. Feedback

If you have any comments or feedback about this Policy, please contact the Manager, Student Services.