

Certificate of Postgraduate Training in Clinical Psychiatry (the Certificate)

Billing Important Information

Fee Schedule

The Certificate of Postgraduate Training in Clinical Psychiatry (the Certificate) fee schedule is outlined below, all amounts are GST Free:

Application Fee	Payable per application	\$250.00
Program Fee	Provides 24 months enrolment	\$12,500.00
Recognition of Prior Learning (RPL) Fee	Payable per application	\$1,542.00
Extension of Enrolment Fee	Provides 24 months enrolment	\$6,250.00

Refund Schedule

Refunds are available for participants of the Certificate as per the schedule below:

Application Fee		No refund
Recognition of Prior Learning (RPL) Fee		No refund
Program Fee*	Within 4 weeks of enrolment	\$12,000.00
Program Fee	After 4 weeks of enrolment	No refund
Extension of Enrolment Fee*	Within 4 weeks of enrolment	\$5,750.00
Extension of Enrolment Fee	After 4 weeks of enrolment	No refund

*An administration of fee of \$500 is retained if participants withdraw from the program within four weeks of enrolment.

Terms and Conditions

1. Payment of fees

Due date

Payment of the full fee (\$12,500) or first payment of an approved Instalment Plan (\$3,500) must be made at least seven days prior to the course commencement date.

Applicants who have not completed the enrolment requirements one week prior to the intake commencement date will not be enrolled and will need to reapply to be considered for subsequent intakes.

Payment

The Certificate Applicants and Participants can pay by credit card (Mastercard and Visa, in Australian dollars only). Payments can be made online via the My RANZCP portal (<https://www2.ranzcp.org/myranzcp/my-billing/certificate-program-fees>)

Electronic Funds Transfer (EFT) Payments may be made as shown in payment section below.

Paying by instalments

The Certificate Applicants and Participants may pay their training fees via instalments by set dates over 12 months.

If a Participant withdraws more than four weeks after enrolment, all outstanding payments continue to be due and payable by the due date.

Receipts

Receipts for online payments will be available upon clearance of payment in MyReceipts | RANZCP (<https://www2.ranzcp.org/myranzcp/my-billing/my-receipts>).

Refunds

If a participant withdraws within four weeks, and administration fee of \$500 will be payable and a refund may be issued for the balance of fees paid. Please refer to the Refund Schedule above (<https://www.ranzcp.org/training-exams-and-assessments/certificate-of-psychiatry/fees-and-refunds>) and the college's Refund policy (<https://www.ranzcp.org/college-committees/about-us/governance/governance-documents/refund-policy>)

2. RANZCP Foundation

The RANZCP Foundation is the College charity that raises funds and manages annual grants, scholarships and awards program to provide RANZCP members with opportunities to apply for financial support to undertake world-class psychiatric research and projects.

Support the RANZCP Foundation by making a donation via your Certificate program fees bill online (<https://www2.ranzcp.org/myranzcp/my-billing/certificate-program-fees>), or at Donation page (<http://www.ranzcp.org/ranzcp-foundation/donate>) or by contacting foundation@ranzcp.org, 1800 337 448

For further information please refer to RANZCP Foundation Donation Terms and Conditions (<https://www2.ranzcp.org/myranzcp/my-billing/foundation-donation-terms-and-conditions>)

3. Other Information

An Aboriginal and/or Māori and/or Pasifika and/or Torres Strait Islander is a person of Aboriginal and/or Māori and/or Pasifika and/or Torres Strait Islander descent who identifies as an Aboriginal and/or Māori and/or Pasifika and/or Torres Strait Islander.

By answering this voluntary question, you are contributing to the collection of accurate information on participants of the College's Certificate Program. This information will assist in the planning and provision of culturally appropriate and improved services and to advise you of specific activities and events.

To update your response, visit www.ranzcp.org/myranzcp/profile. Collection and use of the information you provide is in accordance with the College's Privacy Policy: <https://www2.ranzcp.org/notifications/website-help/privacy-statement>

4. Contact us

For questions or concerns regarding your Certificate status/fees, please contact certpsychhelp@ranzcp.org, 1800 337 448.

For questions or concerns regarding your billing, contact accounts.receivable@ranzcp.org, 1800 337 448.

Payment

Credit Card (Mastercard and Visa only)

Online

<https://www.ranzcp.org/bill-cert>

Over the phone

Aus (toll-free): 1800 337 448 9am to 5pm AET, Monday to Friday (exc. Victorian public holidays)

Electronic Funds Transfer (EFT)

Bank: Westpac Banking Corporation

BSB: 033178 Account No: 801076 Account Name:

RANZCP

Payment Description: Must include **18609 Costello**

Please allow 14 days after completing your EFT transaction for the allocation to be made to your account.