

BROKEN HILL DEPARTMENT OF RURAL HEALTH PLACEMENT FEE POLICY

SCOPE

All student placements in the Far West of NSW coordinated by the Broken Hill University Department of Rural Health (BH UDRH) including applications processed via the NSW Health 'Clinconnect' System attract a **Placement Fee** to support the associated administration, education and facility related expenses.

FEE AMOUNT

Domestic Students

\$25 per student per week for all Australian University student placements.

International Students

\$200 per student per week for all international students.

The Domestic & International Placement Fee will be reviewed each calendar year, and changes may be made from the 1st January of each year.

STUDENT NOTIFICATION

Potential Placement Students will be notified of the Placement Fee in the following ways:

1. The BH UDRH Website - <http://www.bhudrh.com.au/>

Under the University Student Tab, Student Program Overview, Placement Information, the following Placement Fee information will be displayed:

'Australian University Students participating in a rural placement through the Broken Hill University Department of Rural Health will be required to pay a weekly placement fee of \$25.00. The total placement fee applicable for students will be outlined in documentation prior to placement.'

'International University Student placement fees are managed separately, students will be advised following acceptance of application.'

2. Student Placement Arrival and Accommodation Information email

Placement Fee information including fee amount will be provided via email in the *Student Placement Arrival and Accommodation Information* that is emailed prior to placement commencement date.

METHOD OF PAYMENT

Placement Fees can be paid in the following ways:

1. Online Payment

Payment can be made online using MasterCard or Visa Credit Card, accessible via the web link provided in *Arrival and Accommodation* placement correspondence.

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2. Invoice

A suitably rendered invoice will be issued to the home University that has an agreement with the BH UDRH regarding student placements.

PAYMENT PERIOD

Students are required to pay the Placement Fee prior to their first day of placement.

If a placement is 10 weeks or longer, payments by instalments may be accepted in consultation with the BH UDRH Finance Officer.

FEE EXEMPTIONS

Individual students may be exempted from the Placement Fee in the following circumstances:

1. Students whose home University has an agreement with the BH UDRH regarding their placement;
2. Students in receipt of a scholarship, where a portion of the scholarship is payable to the BH UDRH;
3. Students originally from Broken Hill and living locally, or returning to Broken Hill for their placement.

Placement students must contact BH UDRH Student Placement Team before placement commences for an exemption to be considered.

REVENUE RECEIVED

Revenue received from Placement Fees contributes to the administration, education and operational expenses associated with student placements including:

- Student Orientation Programs;
- Cultural Awareness Training and Support;
- Accommodation, Educational Facility and Vehicle related expenses;
- Administrative processes for Placement Schedules, Host Site Planners and pre-placement Communication;
- Enhanced Learning Programs;
- Student Pastoral Care.