



**GLOBAL
TRAINING
INSTITUTE®**

S K I L L S . K N O W L E D G E . H O P E .

**Fair Treatment And
Equal Benefits And
Opportunity Policy**

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Purpose

A policy complying with the requirements, regulations and legislation governing:

- A Registered Training Organisation,
- Australian Quality Training Framework
- ASQA
- VET Student Loan

Scope

This procedure defines how Global Training Institute ensures its Access and Equity Policy is applied and applicants, staff, trainers and students are made aware of the Policy, and, as appropriate trained in the application thereof.

Responsibilities

It shall be the responsibility of the Director to ensure the requirements of this procedure are complied with.

It shall be the responsibility of the Training Manager to ensure:

- The Policy is contemporary and reflects current government regulation and policy.
- Course development reflects the Policy.
- Trainers modify their delivery and assessment methods to cater for individual needs.
- The Trainer complies with the requirements of this procedure.

It shall be the responsibility of the nominated staff members and trainers to comply with the requirements of this procedure.

It shall be the responsibility of the Operations Co-ordinator to implement the procedure and manage its compliance.

It shall be the responsibility of all staff, trainers and participants to apply the Policy.

Definitions

OC = Operations Co-ordinator.

The Policy = Global Training Institute Access and Equity Policy.

Procedure

Global Training Institute will fairly treat all of its students, including prospective students.

This applies to all those who are, or who would be entitled to VET Student Loan assistance and all of the persons seeking to enroll with the provider. This requirement is a basic underlying principle of the VET Student Loans Act 2016 and the VET Student Loan Rules 2016.

Fair Treatment

The application of fair treatment does not require that all students are treated the same. Fairness must be considered in the context of all the relevant circumstances. There will be situations in which the fair treatment of students may result in students in varying circumstances being treated differently, particularly with regard to VET Student Loan.

Equal Benefits and Opportunities

Global Training Institute will have open, fair and transparent procedures that, in the provider's reasonable view, are based on merit for making decisions about students undertaking, and persons applying for places in VET units of study.

Global Training Institute will consider each application for VET Student Loan in an open, fair and transparent manner

Application of merit

The application of merit in decision-making processes involves Global Training Institute considering each application on a case by case basis and not applying inflexible policies that preclude eligible applicants from having their application considered.

No income test

Global Training Institute as a provider will not apply an income test when making decisions about which students are eligible for VET Student Loan assistance.

Educational disadvantage

When making decisions about the selection of students, Global Training Institute is able to take educational disadvantages that a particular student has experienced into account. This should involve consideration of the actual disadvantages that a particular student has experienced.

Global Training Institute will not use 'proxy indicators' of educational disadvantage (e.g. being from a low income group or being from a rural area) in the absence of clear evidence that all students in such a group necessarily suffered educational disadvantage. A provider is required to consider a particular student's specific circumstances before making a decision about whether the student has actually suffered educational disadvantage.

Restricted Access

When making decisions about the selection of students, Global Training Institute is able to take into account the fact that the student may be enrolled via a VET restricted access arrangement. A restricted access arrangement is an agreement entered into between a provider and an employer or industry body for the provision of a course(s) or places in a course(s) in which enrolment is limited or restricted to employees of the employer or industry body.