



Fees Free Multiple Providers and Cap Limit Report Guide – 2022

This document provides an overview of the ‘Fees Free Multiple Providers and Cap Limit’ report, including its purpose and explanation of the columns and possible results.

Purpose

The ‘Fees Free Multiple Providers and Cap Limit’ report helps you to correctly bill Fees Free eligible learners. It also identifies whether a learner is enrolled at more than one tertiary education organisation (TEO).

The report is provisioned to Workspace 2 each month

The report will only be provisioned if you have reported learners in your ‘Fees Free All Enrolments and Costs’ return that month.

Please note:

- › The ‘Fees Free Multiple Providers and Cap Limit’ report is based on your most recent ‘Fees Free All Enrolments and Costs’ return.
- › The ‘Fees Free Multiple Providers and Cap Limit’ report shows our payment liability to you in relation to Fees Free eligible learners. The report doesn’t change the terms and conditions of payment as set out in your Fees Free agreement.

Understanding the 'Fees Free Multiple Providers and Cap Limit' report by column

National Student Number

The National Student Number (NSN) is a unique number given to every learner. Please note, a learner may have more than one NSN.

Student Enrolled With Multiple TEOs

Indicates whether the learner is enrolled at more than one TEO in 2022.

| Value | Meaning |
|-------|--|
| No | Learner is only enrolled at your organisation. |
| Yes | Learner is enrolled, and undertaking Fees Free eligible study or training, at more than one TEO in 2022. |

Fee Allocation Required

Gives information about the remaining Fees Free entitlement for the learner.

| Value | Meaning |
|---|---|
| 2022 Entitlement Available | The learner has remaining Fees Free entitlement. |
| Allocation Required | The learner is eligible for Fees Free; however, they have hit one of their entitlement caps mid-year. This means the learner may not have enough entitlement remaining to cover all fees currently reported for them. Allocation for this NSN will be between you and any other TEO the NSN is enrolled with. |
| Fully Consumed | The learner was determined to be eligible for Fees Free and fully consumed their Fees Free entitlement in a prior year. |
| Invalid Data | Some or all of the rows submitted for this learner are ineligible for Fees Free due to the eligibility of the qualification, source of funding code, course start date, etc. |
| Validation Errors Identified | Some or all of the rows submitted for this learner have resulted in a validation error. Please review your 'Fees Free All Enrolments and Costs Data Validation' report and correct these errors in your next 'Fees Free All Enrolments and Costs' return. We cannot allocate Fees Free for rows that contain validation errors. |
| NSN Eligibility | The NSN is not eligible for Fees Free for some or all of their courses. |
| Non-Fees Free Qualification Identified | The qualification reported for this learner is eligible for funding under the Targeted Training and Apprenticeships Fund. Courses that start after 1 July 2020 under these funding arrangements are not eligible for Fees Free. |

All Fees Reported By You Including GST

The total amount of fees (course and student services fees) reported by you for this learner in the most recent month's 'Fees Free All Enrolments and Costs' return.

| Value | Meaning |
|------------------------------|--|
| Fee amount in dollars | The total amount of fees (course and student services fees) reported by you for this learner in the most recent month's 'Fees Free All Enrolments and Costs' return. Some of these fees may not be eligible for Fees Free. |

2022 Fees-Free Allocation Including GST

The total amount of Fees Free payment we've allocated to you for the learner.

| Value | Meaning |
|---------------------|--|
| Number value | The amount, subject to confirmation, of our payment liability for this learner. Note: <ul style="list-style-type: none">› If one or more of the courses or CSSF reported for this learner has failed validation then these fees are not included.› This value may be limited by the learner's remaining fees-free entitlement. |
| Blank (-) | Either: <ul style="list-style-type: none">› One of the following columns failed validation across your total submission for an individual learner (National Student Number, Qualification Code, Course Code or Source of Funding), or› The learner fully consumed their fees-free entitlement in a prior year. |

Comments

The reason for the learner's Fees Free allocation. Correlates to the 'Fee Allocation Required' column.

| Value | Meaning |
|--|---|
| This NSN is not eligible for fees-free at the reporting date | The learner was not eligible at the reporting date. These fees cannot be covered by Fees Free at this time, though the learner's eligibility status may change in the future. |
| This NSN was not eligible at course start date and or reporting date for some of the courses reported | Some of the courses reported for this learner have a start date that is before the learner met the eligibility criteria. These courses cannot be covered by Fees Free. |

| | |
|---|--|
| The learner has fully consumed their fees-free entitlement prior to this study year | The learner was determined to be eligible for Fees Free and fully consumed their Fees Free entitlement in a prior year. |
| The learner has provisionally consumed their fees free entitlement in this study year and may not be allocated the full fees you have reported | The learner is eligible for Fees Free; however, they have hit one of their caps mid-year. This means the learner might not have enough entitlement remaining to cover all fees currently reported for them. This is subject to change based on changes to learner enrolments and TEO reporting. |
| The data you submitted contains one or more invalid or ineligible entries for all rows submitted for this learner | All rows submitted for this learner are ineligible for Fees Free due to the eligibility of the qualification, source of funding code, course start date, etc. |
| The data you submitted contains one or more invalid or ineligible entries for some of the rows submitted for this Learner and is unable to be allocated the full fees you reported | Some rows submitted for this learner are ineligible for Fees Free due to the eligibility of the qualification, source of funding code, course start date, etc. |
| The data you submitted contains one or more validation errors for all rows submitted for this Learner | All rows submitted for this learner have resulted in a validation error. Please review your 'Fees Free All Enrolments and Costs Data Validation' report and correct these errors in your next 'Fees Free All Enrolments and Costs' return. We cannot allocate Fees Free for rows that contain validation errors. |
| The data you submitted contains one or more validation errors for some of the rows submitted for this Learner and is unable to be allocated the full fees you have reported | Some of the rows submitted for this learner have resulted in a validation error. Please review your 'Fees Free All Enrolments and Costs Data Validation' report and correct these errors in your next 'Fees Free All Enrolments and Costs' return. We cannot allocate Fees Free for rows that contain validation errors. |
| The Learner is undertaking a qualification wholly or partially funded under another funding arrangement and is unable to be allocated the full fees you have requested | The qualification reported for this learner is eligible for funding under the Targeted Training and Apprenticeship Fund. Courses that start after 1 July 2020 under these funding arrangements are not eligible for Fees Free. |
| Payment of any amount is subject to validation of the data submitted and/or updates in STEO | Payment of any amount is subject to validation of the data submitted and/or updates in Services for Tertiary Education Organisations (STEO). No action is required. Please continue to report valid data. |