



## CENSUS DATES AND EFTSL

### CENSUS DATES

A Census Date applies for each unit of study (subject) enrolment each semester.

Under guidelines and legislation pertaining to the Higher Education Support Act 2003, each Higher Education Provider determines the Census Date for units of study (subjects) offered by that provider in each semester.

The Census Date is the closing date for requesting FEE-HELP for units of study (subjects) for that semester. The Census Date is also the last date that a student who has enrolled in a subject/s and has applied for FEE-HELP can withdraw from a subject/s without incurring a Fee-Help debt (except under special circumstances - For specific information about refunds or credit go to the Policies on Refunds / Re-Crediting of Fees for Higher Education Courses.

It is your responsibility to be aware of the Census Date, and to ensure that you have submitted your completed Request for FEE-HELP Assistance form by that date (available from the College office).

After the Census Date for a semester, it is too late to request FEE-HELP for subjects offered during that semester.

These Census Dates are notified to the Department of Education Employment & Workplace Relations (DEEWR). There is no provision to extend the census date deadlines.

At Tabor College NSW a Census Date applies to all units of study at all levels. For students not receiving FEE-HELP the Census Date is the last day a student may withdraw from a unit of study without incurring a debt for that unit of study (except under special circumstances).

**STUDENTS SHOULD NOTE THAT A PENALTY MAY APPLY FOR WITHDRAWAL FROM A UNIT OF STUDY AFTER ENROLMENT WEEK BUT BEFORE CENSUS DATE.**

### EQUIVALENT FULL-TIME STUDENT LOAD (or EFTSL)

An EFTSL value for a unit of study (subject) represents the study load for that subject. A study load for a subject is expressed as a proportion of the standard study load for one full-time year of the course of study of which the subject forms part. The aggregated EFTSL values for subjects undertaken by a full-time student doing a standard study load for one year of a course of study would normally add to 1.0 (one)

For undergraduate courses at Tabor this is equivalent to 24 credit points (cps) per semester and 48 credit points in a full year. Most level 3 subjects have a value of 6cps (EFTSL=0.125). Therefore the normal full-time load is 4 subjects per semester or  $4 \times 0.125 = 0.5 \times 2$  semesters in the year = EFTSL total of 1. Normally 12cp subjects are taken over two semesters.

EFTSL values for subjects in undergraduate courses are as follows:

Credit Points	EFTSL
0	0
6	0.125
12	0.25