Fee Schedule

Specialised Skills | RTO 46344 | Effective 26 October 2026 | Version 1.0

About this page

- This page shows all the fees you pay to Specialised Skills.
- All prices are in Australian dollars. All training is GST-free.
- You pay the price shown on the day you book. If our prices go up later, you do not pay more.
- There are no hidden fees. We only charge the fees on this page.
- Some fees are paid to Service NSW, not to us. These are listed in section 4.
- Need to cancel or change your date? See section 6.
- Our courses are not government funded, so there are no subsidised prices.
- Yellow Card courses are run by Specialised Safety, so they are not on this page.
- Questions? Call us on (02) 6884 2790, 8am to 4:30pm on business days.

1. Course fees

Course	Unit code	Length	Location	Fee per person	Included
Licence to operate a forklift truck	TLILIC0003	3 days	Dubbo, Bathurst	Dubbo $595 Bathurst $650	Learner guide, licence assessment and all equipment for practical activities
Licence to operate a boom-type elevating work platform (boom length 11 metres or more)	TLILIC0005	3 days	Dubbo, Bathurst	$745	Learner guide, licence assessment and all equipment for practical activities
Work safely at heights	RIIWHS204E	1 day	Dubbo, Bathurst or on-site	$300	Learner guide and all equipment for practical activities
Enter and work in confined spaces	RIIWHS202E	1 day	Dubbo, Bathurst or on-site	$300	Learner guide and all equipment for practical activities
Gas test atmospheres	MSMWHS217	1 day	Dubbo, Bathurst or on-site	$150	Learner guide and all equipment for practical activities

Course	Unit code	Length	Location	Fee per person	Included
Prepare to work safely in the construction industry (White Card)	CPCWHS1001	1 day	Dubbo, Bathurst	$150	Learner guide and all equipment for practical activities, and the White Card

On-site and group training	Fee
On-site training at the employer's workplace (working at heights, confined space and gas test atmospheres only)	$300 per person. Minimum charge of 7 people. Maximum of 12 people per course.
Travel for on-site training	By quote
Group bookings	No discount
Concessions or other discounts	None

2. Recognition of prior learning and credit transfer

Item	Fee
Recognition of prior learning (RPL)	Same as the course fee
Gap training after RPL, if needed	Up to 2 hours: half the course fee. More than 2 hours: the course fee.
Credit transfer	Free

RPL is not available for forklift, boom lift or the White Card. RPL fees are not refunded once the assessment has started. See the RPL and Credit Transfer Policy.

3. Reassessment

Item	Fee
Reassessment included in the course fee	One free reassessment within 30 days of the first assessment. This does not apply to forklift or boom lift.
Further reassessment, per attempt	$150
Licence reassessment (forklift, boom), per attempt	$150
Reassessment that needs further training	By quote
Additional training or support session (for example, extra practice or LLND support)	By quote

See the Training and Assessment Policy and Procedure for how reassessment works.

4. Other fees

Item	Fee
Replacement statement of attainment (emailed)	Free
Printed statement of attainment or wallet card	Not offered
Learner guide	Free (soft copy). Printed copies are not offered.
Cancellation (administration) fee	Taken from your refund. See section 6.
Transfer to another date	Free with more than 7 business days' notice. Otherwise the cancellation fees in section 6 apply.
Card payment surcharge	None
Copies of records or results	Free
Fees charged by other bodies (not collected by Specialised Skills)	**Paid to**
High risk work licence assessment enrolment number (forklift and boom lift, before the course)	Service NSW
High risk work licence fee (after a Notice of Satisfactory Assessment)	Service NSW
White Card	Included in the Specialised Skills course fee

Check current amounts on the Service NSW website.

5. Paying fees

- Fees are due at least 7 days before the course. Employers with an account get an invoice with 30 days to pay.
- If fees are not paid, we send a reminder 7 days before the course. If they are still not paid 3 days before the course, we cancel the booking.
- You can pay by credit card through Bookeo, by bank transfer (EFT), or by EFTPOS or credit card over the phone.
- We never collect more than $1,500 in advance from any student.
- You get your statement of attainment once all fees are paid. See the Completion and Certification Policy.

6. Cancellations and refunds

This is a summary. Please read the Fee Administration and Refund Policy for the full terms.

What happens	Refund
You cancel more than 7 business days before the course	Refund less 10%
You cancel 5 to 7 business days before the course	Refund less 20%
You cancel less than 5 business days before the course	Refund less 50%
You do not attend and give no notice	No refund, unless exceptional circumstances apply (see below)
The course is not right for you after the LLND check, or your enrolment is refused because you do not meet the entry requirements	Full refund, or another date
You arrive without photo ID, PPE or (for licence courses) your licence assessment enrolment number, so you cannot start	No refund
You arrive more than 30 minutes late, so you cannot start	No refund
Your enrolment is cancelled for serious misconduct	No refund
Specialised Skills cancels or changes the course	Full refund, or a place in another course at no extra cost
Credit transfer	Not applicable (free)

Exceptional circumstances are serious events outside your control. Examples are serious illness, a death or serious health issue in your immediate family, or a flood or road closure. Contact us within 7 business days of the course date, with evidence. Work commitments and forgetting the date do not count.

We pay refunds to the person or organisation that paid the fees, within 7 business days. This does not affect your rights under the Australian Consumer Law.

7. Questions and approval

Phone (02) 6884 2790, email admin@specialisedskills.com.au, or visit www.specialisedskills.com.au. Approved by Greg Cusack on 26 October 2026. Replaces: none (first Fee Schedule). Next review: 11 October 2027.