



# Lumify Edge Job Placement Program – Student Terms and Conditions

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**Lumify Edge Job Placement Program – Student Terms and Conditions**

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## 1. Scope of this Agreement

- 1.1. This Agreement applies to the Lumify Edge Job Placement Program offered by Lumify Learn in partnership with our internship partners.
- 1.2. It outlines the terms under which Lumify Learn students can participate in the program and describes the roles of Lumify Learn and our internship partners in facilitating student placements.
- 1.3. To be eligible to participate, the student must have been enrolled in or completed a certificate, diploma or bootcamp course with Lumify Learn and opted in to the Lumify Edge Job Placement Program. The program will commence on successful completion of your course.
- 1.4. By participating in the Lumify Edge Job Placement Program, the student agrees to these Terms and Conditions.
- 1.5. All prices quoted in this Agreement are inclusive of GST.

## 2. Student Eligibility

- 2.1. To be eligible to participate, the student must be a current Lumify Learn student or have completed a certificate, diploma or bootcamp course with Lumify Learn. Students completing stand-alone units are not eligible.
- 2.2. For current students, the Lumify Edge Job Placement Program will commence once you have completed at least 85% of your course. To activate the program, you need to opt-in via the enrolment form provided.
- 2.3. This program is only valid for Australian-based students studying and living in Australia.
- 2.4. The student must have paid for their course in full or must ensure their payment plan with Lumify Learn is up to date.

## 3. The Lumify Edge Job Placement Program

- 3.1. The Lumify Edge Job Placement Program is designed to offer internships to eligible students, providing industry-relevant work experience to assist in developing skills relevant to your field of study.
- 3.2. The Lumify Edge Job Placement Program will commence on successful completion of your course.
- 3.3. Students must agree to these Terms and Conditions and opt-in via the enrolment form provided.
- 3.4. The total fee for the program is \$2,420 payable to Lumify Learn. This covers placement services, support, and administrative and insurance costs.
- 3.5. If the internship partner advises Lumify Learn that they cannot place the student into a suitable internship, \$1,630 will be refunded to the student (admin fee of \$790 retained from the full fee).
- 3.6. If the student finds employment prior to the intake interview with the internship partner, the full \$2,420 will be refunded to the student.
- 3.7. If the student withdraws from the program after the intake interview with the internship partner but prior to being offered an internship, the student will be refunded \$1,630 (admin fee of \$790 retained from the full fee).
- 3.8. Lumify Learn and our internship partners do not guarantee employment post-internship.

- 3.9. If a job opportunity is not secured within 3 months of completing the internship, \$1,100 will be refunded (admin fee of \$1,320 retained from the full fee).

## 4. Payment Terms

- 4.1. Students can pay upfront or include the fee in their course payment plan.
- 4.2. To remain eligible, payments must be up to date.
- 4.3. Placements will not be allocated to students with overdue payments.

## 5. Internship Placement Process

- 5.1. Lumify Learn will share relevant student information with our internship partners to facilitate placements.
- 5.2. Our internship partners will support you to update your resume, provide resume editing support, prepare for interviews and conduct mock interview training.
- 5.3. The student may be contacted by our internship partners or potential employers directly to arrange interviews or placement details.
- 5.4. The final decision regarding placement suitability rests with the host company.
- 5.5. The internship term varies and will depend on the company providing the internship opportunity.
- 5.6. The student agrees to adhere to the host company's workplace policies, including attendance, performance, and code of conduct.

## 6. Privacy

- 6.1. The student acknowledges and agrees that Lumify Learn may share their personal information with our internship partners and prospective employers for the purposes of facilitating internship and job placement.
- 6.2. Lumify Learn agrees to handle personal information in accordance with its Privacy Policy.
- 6.3. The student consents to the use of their information under applicable Privacy Laws.

## 7. Terminations and Cancellations

- 7.1. Withdrawal from the program must be submitted via the Lumify Learn Withdrawal Form.
- 7.2. If the student is dissatisfied with the placement for legitimate reasons or if the placement ends prematurely, Lumify Learn will evaluate and propose a suitable resolution.
- 7.3. Refunds will not be provided if the student is removed for misconduct, including but not limited to failing to follow policies, taking unauthorised leave, or performing below the required standard.

## 8. Placement Cancellation

- 8.1. Interns are not allowed to leave their placement after starting for any of the following reasons:
- Size of host company
  - Number of employees at the host company
  - Location of host company
  - Change of preferences after application
  - Level of supervision offered. Each host company has differing training and supervision

policies which it adheres to and as such, there is no minimum requirement of supervision to be offered within the internship placement.

- Level of responsibility and tasks allocated. This is ultimately determined by the host company and is dependent on the qualifications/experience and performance of the intern.

## 9. Support During Internship

9.1. As part of the Lumify Edge Job Placement Program, we offer the following benefits:

- Performance appraisals are conducted intermittently during the placement. If your supervisor is satisfied with your performance, we will actively encourage them to offer you employment.
- If you are not made an offer of employment, you will be given access to the internship partner online career training videos.

## 10. Code of Conduct

- 10.1. The student agrees to follow the host company's workplace policies.
- 10.2. Misconduct such as unauthorised absences, negligence, or failure to perform tasks may result in termination of the Program and forfeiture of any refund.

## 11. Liability

- 11.1. Lumify Learn and the Internship Partner are not liable for any indirect or consequential loss under this Agreement.
- 11.2. Lumify Learn's liability is limited to the services provided under this program.
- 11.3. The student acknowledges that Lumify Learn does not participate in negotiating the terms of employment or placement agreements.
- 11.4. The student acknowledges that the Internship Partner will negotiate the Internship Placement Terms.

## 12. Governing Law

- 12.1. This Agreement is governed by the laws of Victoria.
- 12.2. Both parties agree to submit to the non-exclusive jurisdiction of the courts of such State.
- 12.3. Lumify Learn accepts documents signed with an electronic signature. This has the same effect as if signed with a handwritten signature.
- 12.4. These Terms and Conditions may be updated or modified from time to time without prior notice. Participation in the program after any changes will constitute acceptance of the updated terms.

## 13. Definitions

**Lumify Learn:** The Registered Training Organisation (RTO) delivering the course.

**Internship Partner:** The external partner responsible for facilitating internship placements.

**Student:** The individual enrolled in the Lumify Edge Job Placement Program.

**Placement:** The internship offered by Internship Partner through participating employers.