Completing my qualification with the IKON Institute

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Application FAQs

Q. How do I apply with the IKON Institute?
A. As soon as all details are finalised, including trainers, timetables and the government guidelines that we need to follow, we will open our ONLINE application process. We will communicate to you via email when applications are open, which we anticipate being w/c 29th February.

Q. When will classes commence?
A. We plan to commence from Module 5 onwards in March. Once this is confirmed, a timetable will be added to the IKON website and communicated to our ‘Phoenix’ database via email.

Q. Where will the classes be taught from?
A. We are currently confirming availability of a training facility in the Melbourne CBD and hope to confirm these details upon confirmation of trainer availability and the course format.

Q. Given the schedule commences from Module 5, how do I complete one of or all of the preceding modules?
A. Please apply for all modules that you wishing to enroll into, with the knowledge that we have timetabled from Module 5 onwards. Upon receipt of formal applications, if we have sufficient numbers we will schedule a new intake group for you to join on a module by module basis. We are waiting on further information from the Government, specifically their approval, to start new groups to facilitate this.

Q. Can I upgrade my Diploma of Art Therapy / Diploma of Transpersonal Counselling to the Advanced Diploma Level qualification?
A. Please register your interest to do this with Alicia, our course advisor via Alicia.chiera@ikoninstitute.com.au
IKON will need to consider the mapping of the two qualifications individually, to recognise the amount of RPL applicable and the remaining modules needed. AS with all IKON qualifications and courses, Minimum numbers will need to be reached.

Q. Is the scheduled course format with IKON, still classified as full time study?
A. Yes. For your reference, IKON’s Centrelink reference number is 5P241.

Assignment FAQs

Q. What is the process if I only have assignments / assessments to complete?
A. Please apply for RPL, using the online RPL kit. Once applications are open, we will include the link to the relevant RPL kit in our communications with you.
The RPL kit will detail the information that we require, which will include proof of attendance for the classroom component of the module and the assignments to be submitted for marking. There will be an RPL fee of $200 per module.

Q. What if I handed in my assignment to Phoenix, but it never got returned?
A. You will be required to apply for RPL for that module, together with the re-submission of your assignment if it is equivalent to our assessment or alternatively complete the IKON assessment related to that module. There will be an RPL charge of $200 if you have not yet received competency in that particular module.

VET FEE-HELP FAQs

Q. What if my VET FEE-HELP limit has been reached, now with the debt I have incurred from Phoenix? (particularly relevant for those who didn’t achieve competence from not completing assessments)
A. Unfortunately, you will not have access to Vet FEE-HELP until Phoenix/ACN ceases to operate at which time you are likely to be able to access Tuition assurance.

Q. I have already paid for modules with Phoenix, why do I have to pay again?
A. You will be enrolling as an IKON student and therefore our standard tuition fees apply. If you have already attended class, and can supply your proof of attendance, then we recommend that you apply for RPL to have your existing studies and knowledge recognised. Please note, there is an RPL fee of $200 per module.

Placement FAQs

Q. If I have completed my placement since Phoenix closed how do I get my placement signed off and is there a cost?
A. You will need to enroll as an IKON student for Module 12 and complete the placement competencies and report, which will enable us to confirm the placement, talk with your placement supervisor(s) and conduct the necessary assessments.

Q. What is the cost if I only have placement left to do?
A. You will need to enroll as a student of IKON, into Module 12. The cost per module is $1350.

Q. I have placement organised and would hate to loose the opportunity to complete with the provider that has accepted me. Can I commence my placement before enrolling formally into IKON?
A. Unfortunately, no. To ensure you are adequately insured, you must be an enrolled student to complete your placement, with the necessary placement forms and process completed.

Q. Can I commence placement now before finishing the other modules?
A. Unfortunately no. Modules 1-11 need to be completed prior to commencing placement.