



2022 ESOS obligations checklist

Keep track of key dates for your training provider this year

ASAP

Check that your information is correct

- Review information about your organisation on the [Commonwealth Register of Institutions and Courses for Overseas Students](#). If the information is not accurate, contact ASQA on enquiries@asqa.gov.au

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Give prescribed information in PRISMS about any overseas student you accept into a course within 31 days of the event.

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Give prescribed information in PRISMS about any overseas student that fails to commence their course, or their course is terminated (whether due to action by the student or the provider) by:

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- 31 days after the event (for students 18 years and over) or
- 14 days after the event (for students less than 18 years).

Give prescribed information in PRISMS about any overseas student where: the student changes course or the duration of the course changes, the course is suspended or any other information specified in the ESOS regulations by:

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- 31 days after the event



Pay your Tuition Protection Service (TPS) levy. You must pay it after the TPS Director gives you a written notice setting out the amount of your levy, and the due date for the payment.

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Keep your registration up to date by checking when it expires at asqanet.asqa.gov.au or [PRISMS](#).

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Renewal applications open 12 months prior to registration expiry and close 90 days before expiry. Get in early to avoid delays.



Pay your annual registration charge for ESOS providers to the Department of Education, Skills and Employment. If you are an RTO registered with ASQA, this charge is additional to the annual registration charge payable to ASQA.

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