



2024 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, you can make changes via [asqanet.asqa.gov.au](#).



Reporting obligations on PRISMS

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

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

- within 31 days after the event (for students 18 years and over) or
- within 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:

- within 31 days after the event.



Tuition Protection Service levy - payment

Pay your Tuition Protection Service (TPS) levy. The TPS Director will give you a written notice setting out the amount of your levy, and the due date for payment.

Click [here](#) for TPS Online.



CRICOS Annual Registration Charge

Pay your CRICOS Annual Registration Charge (CARC) to the Department of Education by early April 2024. This charge is additional to the Annual Registration Charge payable to ASQA.

For other important information, see the Department of Education's [CARC brochure](#).



Annual Registration Charge (ELICOS-only) for 2024-25 FY

Pay your ASQA Annual Registration Charge (ELICOS-only providers). This charge is additional to the CRICOS Annual Registration Charge (CARC) payable to the Department of Education.



Renew and keep up to date

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

Renewal applications open 12 months prior to registration expiry and close 90 days before expiry. Late applications may not be accepted.

This list is provided as a reminder only—ESOS providers need to meet other obligations and deadlines to comply with the requirements of ongoing registration in 2024. Visit [www.asqa.gov.au](#) for more information.

Our social media accounts are the best place to keep up to date with the latest information from ASQA.

