



Schedule of Fees and Charges 2019

The School Management Board has approved the following fees and charges for the 2019 school year. A priority of the School Management Board is ensuring that fees remain affordable for our families while also funding high quality educational services that our students deserve.

COLLEGE FEES AND OTHER CHARGES					
Year Level	First Child Tuition Fee	Second Child Tuition Fee	Third Child Tuition Fee	Fourth Child Tuition Fee	Resource Fee
Reception	\$3200	\$2000	\$1750	\$500	\$800
Year 1	\$3400	\$2000	\$1750	\$500	\$800
Year 2	\$3700	\$2000	\$1750	\$500	\$800
Year 3	\$3700	\$2000	\$1750	\$500	\$800
Year 4	\$3800	\$2000	\$1750	\$500	\$800
Year 5	\$3800	\$2000	\$1750	\$500	\$800
Year 6	\$3800	\$2000	\$1750	\$500	\$800
Year 7	\$3800	\$2000	\$1750	\$500	\$800

Building Fund

A charge of \$500 per family is payable towards our building fund. This amount will be invoiced separately and it is tax deductible. This amount is payable at the end of term 2.

Early payment discount

An early payment discount of 5% of the **tuition fee only** is available if the fees are paid in full by 31 March of the year per child.

Sibling rebate

For families with more than one child attending Reception to Year 7 at the same time, a sibling rebate is applied to your account as indicated above in the fee schedule table.

Mid-year intake adjustments

The school fee structure will be adjusted for any children who begin after the commencement of the school year.

BILLING OF FEES

Invoices are issued at the beginning of term 1 for the full year.

The Resource Fee must be paid in full by end of week 2 of term 1.

The tuition fees may be paid as follows:

1. In full by the 31st March. This option attracts a 5% early payment discount.
2. Fees paid over the first three terms with 1/3 of tuition fees due by the end of terms 1, 2 and 3.
3. Fees paid by weekly, fortnightly or monthly regular instalments, ensuring that all fees are paid by the end of term 3.

PAYMENT METHODS

Fees may be paid using the following options

- Credit card. Payments are subject to a 2% surcharge
- EFTPOS
- Cash or cheque
- Money Order
- Direct Debit. Please note that families must arrange this with their bank.

ENROLMENT FEE

A non-refundable fee of \$50 is to be paid to the school when an application for enrolment is lodged for consideration.

RESOURCE FEE

The Resource covers use of all property and facilities, excursions, clubs, sports equipment, school camp, guest speakers, and expenditure on items that benefit all students. This fee also covers all classroom and curriculum support materials required by the teaching staff and students, including art, craft, photocopying, curriculum materials, library equipment and ICT systems.

SCHOOL CARD 2019

This scheme is administered by the Department of Education and Child Development (DECD) and provides financial assistance towards the cost of educational expenses for full-time school students of low income families. School Card numbers are also an important factor in determining government grants to schools. Parents who apply for fee reductions should also apply for a School Card. If we are subsequently advised by DECD that you are not approved for School Card, an adjustment will be made on your accounts to bring them back to full fees.

If you are granted the School Card, a rebate of \$300 per child will be applied to your account. Please note that waiting for the school card to be approved should not be used as an excuse for not paying the remainder fees.

DIVORCE OR SEPARATION

The school advises that if both parents have signed the enrolment form, the legal liability for fees remains in accordance with the enrolment form. Court orders or other such forms of agreement between both parents that alter this liability must be presented to the School Principal for consideration before the legal liability can be altered.

NON –PAYMENT OF FEES

Administration of overdue accounts is a time-consuming process for the School's administrators, especially a school of our small size, redirecting valuable resources from the School to the detriment of its operations.

Where payment has not been made in line with the School's payment terms, and in the absence of any prior arrangements for payment having been made, a late payment fee of 6% of the outstanding amount will be levied to offset the administration costs.

The School retains the right to suspend a student's enrolment while any fees and charges are outstanding.

Should you anticipate a problem with the payment of fees, please contact the School Finance Manager before the commencement of term so that the matter may be discussed on a confidential basis.

In persistent cases on non-payment or non-adherence to agreed arrangements, the student's enrolment may be terminated. All collection costs and legal fees associated with the collection of overdue accounts shall be recoverable on a full indemnity basis.

Student Voluntary Leave: There will be no reimbursement of College fees when a student takes voluntary leave e.g. holidays with parents.

NOTICE REQUIRED IF LEAVING

One full term's notice of withdrawal of an enrolment from Reception to Year 7 is required to be given in writing to the Principal. Failing this, the full term's fees will be charged, subject to the discretion of the Principal. Full payment is required prior to the student's leaving date.