



OUR LADY'S COLLEGE ANNERLEY

TUITION FEES & LEVIES – 2018

Single Student

Grade	Item	Per term	Per annum
Year 7-10	Tuition Fees	\$527.00	\$2,108.00
	College Levy	\$354.00	\$1,416.00
	Technology Levy	\$160.75	\$ 643.00
	Text Book Levy	\$ 13.75	\$ 55.00
	Capital Levy	\$168.75	\$ 675.00
	Parents & Friends Association Levy	\$45.00	\$180.00
	Total Fees & Levies	\$1269.25	\$5,077.00

Single Student

Grade	Item	Per term	Per annum
Year 11	Tuition Fees	\$568.00	\$2,272.00
	College Levy	\$365.00	\$1,460.00
	Technology Levy	\$160.75	\$ 643.00
	Text Book Levy	\$ 13.75	\$55.00
	Capital Levy	\$168.75	\$ 675.00
	Parents & Friends Association Levy	\$45.00	\$180.00
	Total Fees & Levies	\$1,321.25	\$5,285.00

Single Student

Grade	Item	Per term	Per annum
Year 12	Tuition Fees	\$568.00	\$2,272.00
	College Levy	\$377.00	\$1,508.00
	Technology Levy	\$160.75	\$ 643.00
	Text Book Levy	\$ 13.75	\$ 55.00
	Capital Levy	\$168.75	\$ 675.00
	Parents & Friends Association Levy	\$45.00	\$180.00
	Total Fees & Levies	\$1,333.25	\$5,333.00

Family Tuition Fees and Levies

The College offers a reduction for the Tuition Fees for families with two (2) or more students enrolled at the College. A Second Child tuition fee will be charged at 40% of the First Child fee, the Third Child at 30% of the First Child fee, the Fourth Child at 20% of the First Child fee and for additional children, there will be no Tuition fee payable. In addition to the Family Fee, for each Year 11 and 12 student, an additional Tuition Fee of \$41.00 per term or \$164.00 per year is

payable. The Capital Levy and Parents and Friends Association Levy are also applied on a per family basis. The College and Technology Levy are applied on a per student basis.

COLLEGE ACTIVITIES and MISCELLANEOUS CHARGES

The College charges separately on your family fee account the cost of years 7, year 8 and 10 Camps, Year 12 Retreat, Community Week and final week activities. These charges are payable by each student regardless of attendance.

All 'optional' activities such as the cost for Year 11 Social, Year 12 Formal and Year 12 Jerseys are ordered and paid for through our 'on-line' payment system by the nominated due date.

GENERAL FEE AND LEVY INFORMATION

Tuition Fees and College Levies cover the costs of all curricular activities and include the cost of **all** consumables, activities and excursions for each subject in which the student is enrolled. The levy covers **all** expenses associated with co-curricular activities, administration, library and other resources.

The Technology Levy meets the cost of all general technology including but not limited to the provision and sustainment of hardware, software, wireless communications, fibre-optic cabling, site licences, maintenance, insurance, backup and recovery services.

Book Hire Levy is a contribution by all families for *each student*. This levy will be used to offset the costs of maintaining the Textbook Hire Scheme and ensuring that students have the most up-to-date texts available and to allow for the digitisation of texts. Damaged or lost textbooks will require replacement costs in addition to the fee. Lost or damaged textbooks will be charged to your account accordingly.

The Capital Levy is a contribution towards the ongoing provision and maintenance of the buildings and ground enhancements. The Capital Levy is not a voluntary donation therefore does not qualify as a tax deduction.

The Parents and Friends Association levy is in lieu of **major** fund-raising activities which provide direct support to the College Community. Some other minor fund-raising activities may also be conducted. Parent support of the P & F Association through this levy is a condition of enrolment.

SCHOOL FEES AND COLLECTIONS POLICY AND PROCEDURES

The fees and levies paid to Our Lady's College provide essential resources for the education of all students.

- They provide teaching, administrative and ground staff.
- Provide essential resources, materials, facilities and equipment.
- Maintain buildings, grounds and other facilities.

ENROLMENT FEES

A non-refundable enrolment application fee of \$60.00 (including GST) is payable when an application form is lodged.

At the time of acceptance of an enrolment offer, a non-refundable Confirmation of Enrolment Fee of \$500.00 is required. No GST applies to this fee.

ISSUING OF ACCOUNTS

Tuition Fees and Levies will be invoiced in equal instalments in advance over the four terms of the year and are payable within 14 days of the invoice date.

The family fee statement will be itemised to show the amount charged by each fee and levy type. The account, where written consent is supplied, can be split between a number of persons whom may be responsible for the payment of the account.

WITHDRAWAL OF A STUDENT

The College requires at least a full term's written notice in the event of a student being withdrawn from the College. Where a full term's written notice is not given, the Fees and Levies payable for the following term will be payable.

Fees will not be refunded where a student is suspended or expelled for misbehaviour or for other reasons. Please contact the College Business Manager on 3426 8000 during business hours to discuss this issue.

METHODS OF PAYMENT

Payments can be made by cash, cheque, credit card, BPay, Bank Direct Debit, Centrepay Direct Deposit or EFTPOS through the office. Where you may wish to make payment via a periodic payment on a weekly, fortnightly or monthly basis, the necessary authority form will be included with the term fee statement.

Parents are asked to pay their account by the due date which is fourteen days after the invoice date.

PAYMENT DIFFICULTIES

If you are experiencing difficulty paying your account, please contact the Business Manager as soon as possible. Arrangements can then be made to assist you to meet your commitment.

CONCESSIONS

In case of financial hardship, the College will consider offering a concession. Concession applications are accepted at the commencement of each year or when the hardship within the family occurs. Concessions on fees are not ongoing and applications must be resubmitted at the commencement of each new school year. Concessions are means tested in line with Federal Government Poverty Guidelines. The assessment process takes all cashflows into consideration including but not limited to, wages, Austudy, Family/Stay at Home Allowance, Child Support Payments. Any change to your circumstances should be advised to the Business Manager within 14 days of the change.

OVERDUE ACCOUNTS

Parents who have unpaid invoices at the due date will be sent a statement. All outstanding statements, at this time, are followed up with parents by our Fee Administrator. Where accounts remain outstanding and a payment plan has not been mutually agreed, the College may instigate other activities to recover the outstanding amount. It is unreasonable and unjust to other families to ignore fee statements or to fail to contact the College when problems affecting payment may arise.

Where the College is reluctantly forced to engage the services of a professional debt collection agency the administration and legal costs involved in any collection process will be added to the outstanding amount.

FURTHER INFORMATION

If you require further information, please feel welcome to contact the College Business Manager on 3426 8000 during business hours.