

OVERSEAS SCHOOL FEES & ACCOUNT MANAGEMENT – 2020

This document should be read in conjunction with the School Enrolment Policy

FEE STRUCTURE - 2020

1. **Enrolment Charges**
 - **Application Fee** - a non-refundable administrative fee payable when submitting the completed application Form.
 - **Enrolment Fee** - a non-refundable fee payable at the time the Offer of enrolment is accepted.

2. **Annual Fees and Class Charges**
 - **Tuition Fees** - by Class year, invoiced by four terms for classes Kindergarten through Year 11 and by three terms for Year 12
 - **Class Activity Fee** – This annualised charge covers all the compulsory class activities by year, encompassing Class excursions and incursions, Class camps, related transport costs, art materials and main lesson charges. The charge is invoiced by four equal instalments for classes Kindergarten through Year 11 and three equal instalments for Year 12.
(The charge is non-refundable and credits will not be issued in the event of failure to participate, illness, and/or cessation of enrolment.)

3. **Outlay Charges** - these charges relate to discretionary/elective activities including though not limited to, optional instrument hire, optional trips and camps, optional sporting activities, TVET courses, and major project materials costs. **These charges will be invoiced per term for the term in which they are incurred. There is a final invoice in early December for a washup of any final charges owing.**

FEES SCHEDULES – 2020

One-off:

1. A. Application Fee (non refundable) - \$880.00 (inc GST)
- B. Enrolment Deposit - \$2,250*

On-going:

2. A. Tuition Fee (see below)
- B. Class Activity Fee (see below)

2.

CLASS	TUITION FEE per TERM A.	ANNUALISED	Annual Class Activity Fee B.	TOTAL FEES per Year
Kindergarten	\$4,660	\$18,640	\$656	\$19,296
Year 1	\$4,660	\$18,640	\$656	\$19,296
Year 2	\$4,660	\$18,640	\$692	\$19,332
Year 3	\$5,096	\$20,384	\$692	\$21,076
Year 4	\$5,096	\$20,384	\$1,192	\$21,576
Year 5	\$5,096	\$20,384	\$1,320	\$21,704
Year 6	\$5,096	\$20,384	\$1,552	\$21,936
Year 7	\$6,217	\$24,868	\$1,908	\$26,776
Year 8	\$6,217	\$24,868	\$1,980	\$26,848
Year 9	\$6,217	\$24,868	\$3,240	\$28,108
Year 10	\$6,217	\$24,868	\$3,332	\$28,200
Year 11	\$7,075	\$28,300	\$3,084	\$31,384
Year 12 (3 Terms)	\$9,433**	\$28,299	\$2,333	\$30,632

***In addition to paying the enrolment deposit, two terms fees are also due and payable on enrolment.**

One term will be applied to the first term's fees (ie. Paid in advance) and one term will be applied to the last term's fees when the student is completing his/her course or has given one term's notice in writing. Not applicable for Short Term enrolments in which case all fees will be pro rata and paid in advance.

Students who are in Australia independently and for whom the school has issued an Under 18 Welfare Letter will be outlayed for Overseas Student Health Cover (OSHC). OSHC ordinarily amounts to approximately \$1,000 per year and is arranged through Medibank Private.

Fees are reviewed annually by Council and may increase from year to year.

**In year 12 an additional Board of Studies charge for the HSC will be levied and will be outlayed.

FEES - SIBLING DISCOUNTS

Sibling discounts do not apply

ACCOUNT PAYMENT - Options to Pay

Payment of Accounts can be made by BPay, cheque, bank transfer, and/or credit card payment (charges apply).

1. Pre-payment of Annual Fees

This will attract a 2% discount on the total Tuition Fees component on condition that the account is paid no later than the end of the first day of Term 1. Account holders wishing to take advantage of this facility should contact the Accounts Office (9932 2310) during **13 – 17 January 2020**. Payment of accounts can be made by Bpay, cheque, bank transfer, and/or credit card payment (charges apply).

Outlay Charges on those accounts which have been prepaid will be invoiced per term and be due and payable on Day 1 of each term, via separate payment to be made directly to Glennaeon. As these are discretionary/elective costs and are unknown at the start of the year they are not covered by the prepaid fees in advance, hence need to be paid separately.

2. Direct Debit Plan

This facility enables Account Holders to pay the Total Annual Fees (1. above) in ten equal monthly instalments (February – November).

Contact the Accounts office (9932 2310) or email accounts@glenaeon.nsw.edu.au during **13 - 17 January 2020**, to obtain application papers for this facility.

Outlay charges on accounts under the Direct Debit plan will be invoiced at the end of each term and will be debited separately at the beginning of the month (April – for term 1 outlays, July – for term 2 outlays, October – for term 3 outlays, and December – for term 4 outlays and any final charges owing).

ACCOUNT PAYMENT - Terms & Conditions

Direct debit defaults must not occur more than twice consecutively. If a third default follows two previous defaults the school reserves the right to impose penalties and may terminate the enrolment at the sole discretion of the Head of School or his/her delegate. An administrative charge of \$10 will be charged for any defaults.

The School reserves the right to impose penalties on those Accounts not settled by the due date. Currently, the penalty is \$100 per month, commencing the last day of each month following the due date. If fees are not paid by the due date, the enrolment of your child/ren may be cancelled at the sole discretion of the Head of School or his/her delegate.

The School will follow up all delinquent accounts and will, if the matter remains unresolved, engage external agents to settle the debt and any associated charges will be added to the account.