



VIRTUTE ET LABORE

## St Margaret's and Berwick Grammar School

### 2018 School Fee Structure

School fees are set by the School Council each year and may be paid by BPAY®, Cheque, Credit Card (Visa/ MasterCard), Direct Debit or EFT. Parents have the option to pay annually, quarterly on 2nd January, 1st April, 1st July and 1st October or in 10 monthly payments commencing November 2017 for all current families and January 2018 for all new families to the school.

**Families are requested to complete the 'Fee Payment Option' form to indicate their payment selection for 2018. Please return the Fee Payment Option form, Performing Arts enrolments and Tennis Coaching enrolments to your relevant School Reception or via email to: [accrec@stmargarets.vic.edu.au](mailto:accrec@stmargarets.vic.edu.au) by Friday 27 October 2017.**

A full school year account will be issued to each family late December reflecting the payment option selected. Monthly statements will be emailed during the year regardless of the payment option selected.

For those parents who wish to pay by Direct Debit please also complete the attached 'Direct Debit' form and return it to the school in conjunction with your 'Fee Payment Option' form by Friday 27 October 2017.

#### 2018 St Margaret's School and Berwick Grammar School Fees

Year Level	Tuition Fees	Consolidated Charges			Total School Fees
	A	Consolidated Charges (B)	* Laptop Program (C)	Total Consolidated Charges (D)	A + D
Pre-Prep – 2 days	\$6,028	\$516	\$0	\$516	\$6,544
Pre-Prep – 3 days	\$9,044	\$774	\$0	\$774	\$9,818
Pre-Prep – 4 days	\$12,058	\$1,033	\$0	\$1,033	\$13,091
Pre-Prep – 5 days	\$15,073	\$1,291	\$0	\$1,291	\$16,364
Prep	\$15,425	\$1,861	\$0	\$1,861	\$17,286
Year 1	\$15,425	\$1,861	\$0	\$1,861	\$17,286
Year 2	\$17,407	\$1,990	\$0	\$1,990	\$19,397
Year 3	\$17,407	\$2,475	\$0	\$2,475	\$19,882
Year 4	\$17,407	\$2,582	\$0	\$2,582	\$19,989
Year 5	\$18,927	\$3,121	\$840	\$3,961	\$22,888
Year 6	\$18,927	\$3,121	\$840	\$3,961	\$22,888
Year 7	\$22,061	\$3,442	\$840	\$4,282	\$26,343
Year 8	\$22,061	\$3,469	\$840	\$4,309	\$26,370
Year 9	\$22,224	\$5,621	\$840	\$6,461	\$28,685
Year 10	\$23,163	\$3,685	\$840	\$4,525	\$27,688
Year 11	\$23,163	\$3,685	\$840	\$4,525	\$27,688
Year 12	\$23,163	\$3,685	\$840	\$4,525	\$27,688

#### \* Laptop Program

From the 2018 academic year, laptop charges are included in Consolidated Charges for all Year 5 to 12 students. From 2019 this will not be shown separately.

#### Consolidated charges.

Consolidated charges are levied to cover various items supplied at school; the cost of day excursions, camps, academic, sport and cultural activities, associated transport and student materials provided by the school. The consolidated charge also includes an Information Technology Levy and Infrastructure Levy which contributes towards costs incurred to maintain, refurbish, replace and build school buildings and property.

### **Tuition Fees paid in advance**

Tuition fees may be paid in advance for up to 3 years. Quotes are provided on application. Applications close at the end of Term 3 each year with payment due by the end of October. Please email: [accrec@stmargarets.vic.edu.au](mailto:accrec@stmargarets.vic.edu.au) for further details.

### **Sibling discounts**

A discount on Tuition Fees applies for the second child (10%), third child (25%) and fourth and subsequent children (50%). Children must be enrolled concurrently. Children already on a scholarship or bursary of 50% or more will not qualify for the sibling discount. Pro-rata sibling discounts apply for students with scholarships and bursaries below 50%.

### **Scholarships and Bursaries**

Scholarship or Bursary discounts apply to the Tuition Fee component only.

### **New Enrolment Fees**

Application Fee	Acceptance Fee	Foundation Fee	Alumni Fee
<b>\$100</b>	<b>\$300</b>	<b>\$1,800</b>	<b>\$100</b>

All New Enrolment Fees above are non-refundable.

The Application Fee is payable when lodging an enrolment application form. If a place cannot be offered, the student's name will be placed on a waiting list.

The Acceptance Fee is payable within 14 days of written advice of an offer of a place.

The Foundation Fee and Alumni Fee are both payable upon entering the school.

The Foundation is managed by an independent Board of Trustees to promote excellence in education at St Margaret's and Berwick Grammar School through scholarships and bursaries, and the support of professional development and other curricular programs.

The Alumni fee is payable in the first year of enrolment and is managed by the Alumni Association. The school Alumni maintains close relationships and provides wonderful opportunities for former students to re-connect with each other and the school, and to actively engage with the St Margaret's' and Berwick Grammar School community.

### **OPTIONAL CHARGES**

#### **Fee protection fund**

\$65 per child p.a. will entitle you to a credit on tuition fees for any prolonged absence due to illness after 15 or more consecutive missed school days. A medical certificate is required. This will be billed at the start of the year, should you wish to opt out of this charge please email: [accrec@stmargarets.vic.edu.au](mailto:accrec@stmargarets.vic.edu.au)

#### **Building Fund**

A tax deductible voluntary donation of \$1,000 per family p.a. will be billed and included on the January statement to assist the school in maintaining current and future building developments at St Margaret's and Berwick Grammar School. Should you wish to donate a different amount or opt out of this charge, please email [accrec@stmargarets.vic.edu.au](mailto:accrec@stmargarets.vic.edu.au)

#### **Tennis lessons**

\$ 560 per child p.a. (including GST) for 32 x 30 minute lessons

#### **Music tuition**

50 minute individual lessons	\$2,280 per year
25 minute individual lessons	\$1,140 per year
beginners to AMEB Grade 2 only	
Instrument hire	\$ 330 per

#### **Bus Fares**

Bus fares will be billed where applicable in January.

**Before and After School Care**

Before and After School Care is provided by Camp Australia in the Early Learning Centre of St Margaret's School for students from ELC to Year 6. Details of hours, charges and booking procedures can be obtained directly from Camp Australia on: 0423 793 676 or 1300 105 343.

**Overdue accounts**

If full payment of the school fee instalment is not made by the instalment due date, a late payment administration charge of \$100 per term may be applied to your account. This charge covers the time taken by the administration department in the preparation of correspondence and contacting parents regarding outstanding debts. This fee can be avoided if the family is engaged in an approved direct debit plan or prior arrangement has been made with the Chief Financial Officer.

School fees are to be paid in full during the academic year to which they relate and in accordance with the agreed payment options selected. Families may be asked to withdraw their children during the year where fees remain outstanding and may not be permitted to return to the school in the new year.

**Legal costs**

In the event of default eventuating in parent accounts being handed over for collection, the parent/s shall pay to the school on demand all costs including, without limitation, all legal costs (on a solicitor/own client basis), all mercantile agents fees incurred by the school in recovering or attempting to recover all amounts outstanding and payable to the school including any dishonour or bank fees incurred by the school relating to the payments made by the parent/s from time to time.

**Goods and Services Tax**

Goods and Services Tax (GST) may apply to programs and activities (academic and other) and where applicable, will be included on charges for services rendered.

**Termination of enrolment**

**A full term's notice**, in writing, must be given to the Principal if a student is withdrawing from the school. If this required notice period is not given, a **full term's school fees will be charged**.

**Note: It is necessary to specify these conditions to ensure the school can operate as efficiently as possible. In all cases, we anticipate that families experiencing difficulties should discuss their situation with the Chief Financial Officer as soon as possible. Early notice enables all parties to plan for the future more clearly.**