



# MAZENOD COLLEGE: 2019 FEES AND CHARGES

The following information outlines fees and charges for the 2019 school year.

The annual tuition fee incorporates the cost of items known to be an integral part of the curriculum, including but not limited to: Learning area and Year level consumables, most camps and excursions, College annual, P & F levy and accident insurance cover.

## APPLICATION FEE

A non-refundable Application Fee of \$100.00 must accompany the enrolment application when registering a student for enrolment.

## CONFIRMATION OF ACCEPTANCE FEE

**Non-refundable** Acceptance fee of \$300.00 for day school and \$500.00 for boarding is payable on receipt of notification of an offer of a place at the College.

This payment confirms the student's place and is offset against school fees but is non-refundable should a student be withdrawn after the offer of a place has been accepted.

## RE-ENROLMENT FEE

**Non-refundable** Re-enrolment fee of \$300.00 for day school and \$500.00 for boarding is payable by current families to confirm a student's place at the College for the following year.

This fee is payable annually and is offset against school fees.

## BUILDING FUND LEVY

The compulsory Building Fund Levy is \$570.00 per family invoiced on the annual account.

The College uses Building Fund Levy monies for its ongoing building program. Families are encouraged to also contribute voluntary tax-deductible donations to the College Building Fund.

## MUSIC TUITION

Music Tuition is \$32.00 per lesson invoiced at the start of each semester.

Music Equipment Hire is \$250.00 per annum invoiced at the start of Semester 1.

One term's written notice is required when withdrawing a student from music lessons.

In lieu of such notice, fees for the following term will be due and payable.

Refer to the Music Booklet for all terms and conditions.

*Enquiries - Music Department Administration - 9291 1535.*

## ANNUAL TUITION FEES & LEVIES

The following fees apply per student unless otherwise indicated:-

ANNUAL TUITION FEE Year 7 - 12	ANNUAL BOARDING FEE Year 7 - 12	ANNUAL LAPTOP HIRE CHARGE Year 7 - 12	ANNUAL BUILDING LEVY (Per Family)	E-BOOKS
\$ 6,800.00	\$ 20,290.00	\$ 600.00	\$ 570.00	Year 7 - \$ 200.00 Year 8 - \$ 80.00 Year 9 - \$ 80.00 Year 10 - \$ 150.00 Year 11 - \$ 30.00 Year 12 - \$ 40.00

## SIBLING DISCOUNTS

- Second sibling attending concurrently \_\_\_\_\_ **-\$280.00** discount.
- Third sibling attending concurrently \_\_\_\_\_ **-\$430.00** discount.
- Fourth and subsequent siblings attending concurrently \_\_\_\_\_ **-\$620.00** discount.

## PAYMENT OPTIONS

Option 1	Annual Payment	Annual fees paid in full for each student in the family by 28th February 2019		Direct Debit Discount \$280.00 per day student and \$840.00 per boarder
Option 2	Monthly Instalments Direct Debit	Year 7 - 11 Paid in 10 equal monthly instalments from February - November 2019	Year 12 Paid in 8 equal monthly instalments from February - September 2019	Direct Debit Discount \$ 170.00 per student
Option 3	Fortnightly Instalments Direct Debit	Year 7 - 11 Paid in 20 equal fortnightly instalments from February - November 2019	Year 12 Paid in 16 equal fortnightly instalments from February - September 2019	Direct Debit Discount \$ 170.00 per student
Option 4	Weekly Instalments Direct Debit	Year 7 - 11 Paid in 40 equal weekly instalments from February - November 2019	Year 12 Paid in 32 equal weekly instalments from February - September 2019	Direct Debit Discount \$ 170.00 per student
Option 5	Term Payments	Year 7 - 11 28th February 31st May 31st August 31st October	Year 12 28th February 31st May 30th September	No Discount

**NB:** Early payment and Direct Debit discounts are not applicable to Scholarship recipients.

## PAYMENT METHODS

<b>Option 1</b>	<b>DIRECT DEBIT</b>  <b>Schedule regular payments</b>	<p>Complete the nominated form and return it to the College for processing.</p> <ol style="list-style-type: none"> <li>1. Direct Debit Request – schedule payments from a savings or cheque account.</li> <li>2. Credit Card Request – schedule payments from your Mastercard or Visa Card.</li> </ol> <ul style="list-style-type: none"> <li>• Download forms from the College website, Parent Portal or contact Accounts on 9291 1414 or 9291 1500.</li> <li>• <a href="https://www.mazenod.wa.edu.au/our-school/publications-and-reports-2">https://www.mazenod.wa.edu.au/our-school/publications-and-reports-2</a></li> </ul>
<b>Option 2</b>	<b>CREDIT CARD</b>	<ol style="list-style-type: none"> <li>1. Post / Fax / Email the remittance slip / authorisation form with your credit card details.</li> <li>2. Pay by phone - contact Accounts - 9291 1414 or 9291 1500.</li> <li>3. Pay in person - College Reception - Monday to Friday 8am to 4.30pm. Mazenod College, 55 Gladys Rd, Lesmurdie WA 6076.</li> </ol>
<b>Option 3</b>	<b>BPAY</b>	<p>Telephone or Internet Banking – from your savings, cheque or credit card account.</p> <p>Use the BPAY Biller Code 87957 and unique Reference Number on your fee statement.</p>
<b>Option 4</b>	<b>DIRECT DEPOSIT</b>  <b>Via EFT</b>  <b>Online Payment</b>	<p>From your bank account direct to the College bank account.</p> <ul style="list-style-type: none"> <li>• CBA – Kalamunda</li> <li>• BSB: 066-112</li> <li>• A/C No: 009 00369</li> </ul> <p>Include your Family Code in the payment reference (refer to the invoice tear-off slip). Email / fax a copy of the remittance advice to: <a href="mailto:schoolfees@mazenod.wa.edu.au">schoolfees@mazenod.wa.edu.au</a></p>
<b>Option 5</b>	<b>BPOINT</b>  <b>Online Payment</b>	<p>Online Payment via Credit Card: click on the link below, select 'BPOINT Payment Link' and enter your Family Code or unique BPAY Reference Number, then enter the amount &amp; your card details.</p> <ul style="list-style-type: none"> <li>• <a href="https://www.mazenod.wa.edu.au/our-school/publications-and-reports-2">https://www.mazenod.wa.edu.au/our-school/publications-and-reports-2</a></li> </ul>
<b>Option 6</b>	<b>CHEQUE</b>	<p>Submit the remittance slip with your cheque – via post or in person.</p>

**Outstanding school fees from previous years** need to be included in the payment option chosen. It is each family's responsibility to negotiate suitable payment arrangements with the College.

Each person signing the Confirmation of Acceptance form and/or the annual Re-enrolment form accepts responsibility, both independently and jointly, for payment of school fees and levies incurred for the period of the student's enrolment unless court orders state otherwise.

Families enrolling their sons at the College after the start of the school year will receive an invoice within one month of enrolment. The first payment will be due within three weeks of the invoice date.

## ADDITIONAL CHARGES

- Boarding Miscellaneous Excursion Expenses.
- Missed Music Lessons
- Design & Technology – materials used for projects in excess of allowance.
- Year 12 Leavers Jackets.

The College provides limited funds for all subjects while some have projects that the student may choose to undertake involving additional costs. The teacher and student will liaise in relation to the cost and make the appropriate decision.

**Optional Tours and Excursions:** considered optional and generally self-funded by each participant. Including but not limited to: India Immersion, Sri Lanka Immersion, and Kairos. Applications to participate in tours will be accepted if school fees are fully paid or up to date as per the elected payment option.

**Bank Charges:** the College currently absorbs bank charges that apply to credit card usage. Charges for dishonoured direct debit payments may be charged to the relevant family account.

**Split Billing:** written authorisation for split billing must be submitted to the Finance department by completing the Request for Split Billing application form at the start of Term 1.

## FINANCIAL HARDSHIP

Families in genuine financial hardship may obtain a Fee Review Application from the Finance Director. Written notification of the outcome will be provided to the family, following an interview and an assessment of the application.

Fee Review applications are assessed annually in Term 1 and need to be submitted prior to the 11th April 2019. Previous applicants need to re-apply each year as tuition remissions are not ongoing.

Recipients of tuition remissions will require permission to undertake electives such as music lessons and will be required to fund these costs in full.

## RECOVERY POLICY

The College reserves the right to take recovery action for the collection of unpaid fees. Debt Recovery Agency, Blitz Credit Management, will be instructed to collect overdue fees (including costs and legal charges) on behalf of the College as a last resort.

Forfeiture of enrolment may occur unless all outstanding fees and charges have been settled or a suitable payment arrangement negotiated with the Finance Director.

All accounts are expected to be settled by 31st December 2019.

## STUDENT INSURANCE

It is highly recommended that parents check their health and general insurance policies to ensure adequate medical, personal property and liability insurance cover for their sons.

The Catholic Church Insurance Students Accident Insurance Policy covers students at the College. This policy provides a limited cover only (excluding all Medicare services including the Medicare

## NOTICE OF WITHDRAWAL OF STUDENT

College fees are based on a student's attendance for the full school year inclusive of Year 12 students. Fees and charges for Year 12 students are to be finalised prior to the end of Term 3.

### A WRITTEN NOTICE OF WITHDRAWAL MUST BE PROVIDED TO THE PRINCIPAL.

Verbal notification is not considered due notice. In the case of a split family, confirmation of student withdrawal is required from both parents.

- **Day Students:** One full term's written notice is required. In lieu of such notice, tuition fees for the following term will be due and payable.
- **Boarding Students:** One full term's written notice is required. In lieu of such notice, tuition and boarding fees for the following term will be due and payable.
- **Change of Status:** from Boarding to Day Student or Day to Boarding Student is considered a new enrolment requiring the Principal's approval. The same conditions as for the withdrawal of a student apply.

One term's written notice also applies when students are temporarily withdrawn from the College during the year, for a period of a term or semester, but who will be resuming their place at the College at a future date.

In the event of the withdrawal of a student at the College's instigation, fees for the remainder of the term will be due and payable.

Outstanding accounts must be settled within 1 month of student departure unless a suitable payment arrangement is negotiated with the Finance Director.

All College resources including laptops and library books must remain at the school upon departure.

## GRANTS, SCHOLARSHIPS AND REMISSIONS AVAILABLE TO ELIGIBLE FAMILIES

Commonwealth and State Government subsidies paid direct to the College have been considered when setting fees. We encourage parents to apply for the following financial assistance.

### Secondary Assistance Scheme (SAS): Ph 9264 4516

The State Department of Education provides an allowance for parents / legal guardians holding one of the following cards: [Department of Human Services \(Centrelink\) Pensioner Concession Card](#); [Department of Human Services \(Centrelink\) Health Care Card](#); [Department of Veterans' Affairs Pensioner Concession Card \(blue card only\)](#).

- \$235.00 per student - paid direct to the College and offset against school fees.
- Clothing allowance of \$115.00 per student - paid direct into parents' bank accounts.
- Application forms available from College Office. The State Department of Education will not accept late applications.
- Closing date for lodgment of applications – Friday, 12th April 2019.

[Email: student.allowances@education.wa.edu.au](mailto:student.allowances@education.wa.edu.au)

## **Assistance for Isolated Children Scheme (AIC): Ph 13 23 18**

Provides financial assistance to parents of children who, due to geographic isolation or a disability, must live away from home to attend school.

- Closing date for lodgment of applications - 31st December 2019.
- Applications lodged after this date may not receive back payments. Parents need to direct Centrelink to make AIC payments to the College.
- Postal Address: Department of Human Services, Student Services, Reply Paid 7804, Canberra ACT 2610.

<https://www.humanservices.gov.au/customer/services/centrelink/assistance-for-isolated-children>

## **Boarding Away From Home Allowance (BAHA): Ph 9264 4516**

The State Department of Education administers the Boarding Away from Home allowance. It is for students in receipt of the Isolated Children's Allowance and is paid in Term 4. Parents need to direct the Education Department to make BAHA payments to the College.

- The rate of the allowance is \$1,791.00.
- Applications for 2019 close on 29th November 2019.
- Postal address: Allowances Coordinator, Financial Planning and Resourcing Directorate, Department of Education, 151 Royal Street, East Perth WA 6004.

*Email: [student.allowances@education.wa.edu.au](mailto:student.allowances@education.wa.edu.au)*

## **Student Subsidised Travel Scheme: Ph 1300 660 147**

Students may qualify for this allowance if travelling from a geographical area known as the Defined Remote Area (DRA) to attend school, regardless of whether there is an educational facility locally available.

<https://www.transport.wa.gov.au/aboutus/19683.asp>

## **Youth Allowance: Ph 13 24 90**

This is an age-related scheme, administered by Centrelink, paying benefits to secondary students who are 16 years and over as at 1st January 2019. This includes boarding students who live away from home.

<https://www.humanservices.gov.au/individuals/services/centrelink/youth-allowance>

The College reserves the right to alter Fees, Charges and conditions without prior notice as circumstances require.

The College will charge GST where applicable.

Download the Schedule of Fee and Charges: <https://www.mazenod.wa.edu.au/our-school/publications-and-reports-2>

All details are correct at time of publication.