

# 2019 STUDENT FEE INFORMATION



*The following information relates to Australian citizens and Australian permanent residents only. Please contact the school office on (02) 9649 5279 or see the school website for information on International student fees.*

## ENROLMENT FEE

New student enrolment fee ( <i>non-refundable enrolment fee</i> )	\$200
---	-------

## TUITION FEES

Year Level	Term	Annual
Prep	\$48 (per day)	\$9,120
Kindergarten – Year 6	\$1,100	\$4,400

## CLASS LEVY FEES (DOES NOT APPLY TO PREP STUDENTS)

Year Level	Annual
Kindergarten – Year 6 <i>(this fee contributes to the cost of student resources in the classroom, excursions, special sport services, P&amp;C contribution and other expenses)</i>	First child - \$940 Second child - \$920 Third child - \$900 Fourth child - Free

## ADDITIONAL FEES

	Annual
P&C Contribution Prep	\$80
Year Camp Year 5/6	\$420

## VARIABLE ADDITIONAL CHARGES

	Annual
School Bus Fees	\$880 \$220 per term

## CONDITIONS FOR PAYMENT OF ACCOUNTS

The following information relates to Australian citizens and permanent residents only. Rebates, discounts and subsidies are not available to international students. Please read this information carefully.

The following conditions apply to all accounts used for fees and other charges incurred by families of students who have attended the school in the past, who currently attend the school, and who will attend the school in the future. The School Council has the discretion to vary conditions regarding payment of accounts, charging of interest, and cancellation of enrolment.

### 1. FEES

#### *Application to Enrol Fee*

The application to enrol fee is payable once the student is offered a position at the school. This is a one-off enrolment fee and is not refundable.

#### *Excursion Fees*

Generally, fees for excursions are part of the class levy fee. The Year 5/6 camp is charged to fee accounts at the beginning of the year.

#### *Payment of accounts*

Fees are charged to accounts on an annual basis at the beginning of each school year. Each statement shows all anticipated charges for the year and provides a number of payment options.

Payments are made in instalments, the first being the class levy (K-6 only) which is expected on or before Registration Day. Families who face difficulties making this initial payment should schedule an appointment with the Principal prior to registration day to discuss alternative ways to meet this commitment.

Fees need to be paid in full at the beginning of the year or a payment plan be set up with the Bursar. Instalments can be paid weekly, fortnightly, monthly, per term or annually. Parents are to select their preferred payment plan when meeting the Bursar at or prior to Registration Day. The amount for each instalment will be calculated by the Bursar so that the year's fees will be paid in full prior to 16 December of each year. This instalment will then become the agreed payment amount.

Prep fees are to be paid two weeks in advance and must be kept in advance throughout the school year.

It is the responsibility of the account holder to notify the Principal if an agreed payment can't be made prior to the payment default. The Principal will then discuss and decide on an alternative plan. Failure to notify or repeated payment defaults will result in the school specifying the conditions of continued enrolment. Students may be withdrawn from class, and school reports and references withheld if payment is not received as agreed. For term payments students may not be allowed to return to class at the beginning of the term if payment for the previous term has not

been received in full and no alternate payment plan has been arranged with the bursar.

#### *Family Rebates*

Family rebates apply to families with more than one child enrolled in Greater Sydney Adventist schools from Kindergarten to Year 12. This sibling discount is applied to the tuition fees only (after all discounts, subsidies, fee assistance and scholarships are deducted) as follows:

Two children: 15% per child

Three children: 30% per child

Four children: 40% per child

Five or more children: 50% per child

#### *Discounts*

Please note that all discounts apply to Kindergarten to Year 6 classes only. There are no discounts for Prep fees.

#### *Discounts for early and prompt payment*

A discount of 2.5% on tuition fees (after all discounts, subsidies, fee assistance and scholarships are deducted) is applied if the full term's fees have been received at the school by the advertised discount date.

A discount of 10% on tuition fees (after all discounts, subsidies, fee assistance and scholarships are deducted) will be applied if a fee-payer wishes to pay the annual fees upfront by the Term 1 discount deadline.

It is the responsibility of the fee-payer to ensure fees are received by the school by the discount deadline.

#### *Seventh-day Adventist Church member subsidy*

A financial contribution from Seventh-day Adventist churches in the Sydney region and from the Greater Sydney Conference of the Seventh-day Adventist Church allows fees to be discounted to active church members. Further information on membership discounts is available on the website or from the office.

#### *Seventh-day Adventist Church employer subsidy*

An employee subsidy is available to students whose parent/s are employed by Seventh-day Adventist Church organisations within the South Pacific Division. For further information, contact the office.

#### *Scholarships*

The C5 scholarship program is available to students in Grade 4-6 who excel in the areas of Academic Excellence, Leadership and Citizenship. Further information, as well as application forms, is available on the website or from the school office. Applications close late February.

#### *Family Fee Assistance*

Sydney Adventist School Auburn recognises that some families experience short term financial hardship and we do not want this to be the primary reason for students being unable to attend or remain at our school. In cases of extreme hardship, assistance in meeting fees may be available. Those wishing to apply for fee assistance should fill the fee assistance application form and hand it in to the office. The request goes before the

School Council and a meeting is arranged with the Principal to discuss arrangements. Fee assistance is reviewed annually.

#### ***Uniform purchases***

Uniform items for sale through the school uniform shop are paid for at the time of purchase and can be made using cash, cheque, debit or credit card. These purchases cannot be added to the fee account. The uniform shop is run by the school parent body.

Any query with a fee account should be immediately notified to the school office to enable staff to clarify information or rectify errors.

## **2. GOVERNMENT OR OTHER SUBSIDIES, ALLOWANCES AND GRANTS**

Families who receive government or other subsidies, allowances or grants must advise the school upon application for enrolment of a student, or immediately when they become aware of their entitlement. The family must advise the school of the name, nature, and extent of any funding provided to them which is to be paid directly by the paying institution to the school.

## **3. CHANGES IN ENROLMENT STATUS**

#### ***Temporary absence***

No deductions from fees are allowed for delays in students returning to school or absence during term.

#### ***Withdrawal of enrolment***

Refunds are given on tuition fees only. Notification of intended departure should be given **in writing at least one term in advance**, otherwise a full term's fees will be invoiced. This gives the school adequate notice to allow for the position to be filled by other applicants. The refund, available on departure, is the payment amount remaining after this one term's fees are deducted.

## **4. METHODS OF PAYMENT**

#### ***School Office Hours***

The school office is staffed between 8.30am to 3:30pm, Monday to Thursday and 8:30am to 3:00pm Friday during the term. It is open partly during school holidays.

**School Accounts can be paid using any one or more of the methods of payment listed below:**

- a. **Over the counter** at the office using cash or EFTPOS
- b. **By telephone** - using debit or credit cards
- c. **Internet banking** - depositing in to the school account with family reference
- d. **By Direct Deposit or Direct Debit Authority** - these forms are supplied upon request

#### ***Important notes for payments***

Payments made directly to the school bank account must include the identifying code/reference name to enable staff to recognise the payer and relevant account for receipting purposes. If an identifier is not allowed by the bank from which the payment is made, then the school must be advised of details of the intended deposit(s).

The school does not accept Diners or AMEX.

#### ***Account Queries***

Sydney Adventist School Auburn Fee Schedule