

FEE STRUCTURE AND FINANCIAL INFORMATION FOR FAMILIES - 2020



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Income from school fees and other relevant costs paid by families complements funding received from the state and federal governments for your child's/children's education.

This private income is essential to provide the best education for your child/children and to the operation of the College as Government funding does not cover the costs of educating children in South Australian Catholic schools or maintaining or updating school resources or facilities.

All parents are expected to honour their financial commitment made at enrolment in paying school fees.

What are the school tuition fees for 2020?

2020 Tuition Fee Structure	
Primary School	
Years R-5	\$2,750
Year 6	\$2,900
Middle School	
Year 7	\$5,500 *
Years 8 & 9	\$6,800
Secondary School	
Years 10, 11 & 12	\$7,600

Your tuition fees include:

- School camps and retreats
- Nominated excursions
- School provided technology and software
- Contemporary teaching & learning facilities across two campuses.
- Family support, engagement, pastoral care, partnerships, community development and connection.

**A range of other costs that are not included in tuition fees are listed on the next page*

**The rate for Year 7 will increase to the Middle School rate from 2021.*

When will I be billed?

The full year's fee is billed in February 2020 and a statement showing the annual fee will be forwarded to all families during February with additional statements issued each term.

When are fees due to be paid?

The expectation is that school fees are paid on a regular basis (weekly or fortnightly) and our preferred method is via direct debit (BPay). All fee accounts for 2020 must be finalised by 13 November 2020 unless an approved payment plan agreed with a College Finance Officer is in place. If you are unable to pay by the due date or have difficulty in making payments you are expected to contact the College Finance Office to discuss a confidential payment plan on 8406 5032 (Findon) or 8406 5314 (Flinders Park).

What options are available to pay the school fees?

We continue to offer a range of payment options to assist families. Our preferred payment is option 1 (regular direct debit by BPay).

- Option 1: Regular direct debit (weekly/fortnightly) to cover annual fees, to be finalised by 13 November 2020.
- Option 2: Annual payment less 5% discount on net tuition fees if paid in full by 20 March 2020.
- Option 3: Discuss specific payment plan request with the Finance Office, with all accounts to be finalised by 13 November 2020.

If no payment is received by 20 March 2020, option 1 (continuous direct debit) is required to commence immediately. Any other arrangements that may be acceptable to the College must be agreed to with a campus Finance Officer each year.

Please contact the Finance Office on 8406 5032 (Findon) or 8406 5314 (Flinders Park) for assistance in setting up your preferred payment method.

Payments may be made by:

- BPay (preferred option) (Transaction will appear on your bank statement with the reference CCES). Please note the new BPay Biller code of 297945.
- Cash or cheque
- Credit Card (Visa or MasterCard – available by phone or in person at either campus Finance Office)
- EFTPOS (cash withdrawals from EFTPOS are not available)
- Smart phone app - Qkr! operated by Mastercard ('How to Guide' is available on the website or contact the Finance Office for assistance.)

Is there a discount if I pay my fees in full early?

An early payment discount of 5% is applicable to the net tuition fees (gross total fees for all students in a family less sibling and external sibling discounts) if paid in full by **20 March 2020**.

What other discounts are available?

In addition to an early payment discount, sibling discounts are also available if relevant.

Sibling Discounts

The following discount on the Tuition Fee is given to families with more than one student at Nazareth Catholic College:

2 students	10% off each fee
3 students	20% off each fee
4 students	30% off each fee
5 students	40% off each fee

External Sibling Discount (for children attending another Catholic Parish Primary School)

1 sibling	5% discount off net amount
2 or more siblings	10% discount off net amount

To access this discount, an *External Siblings Discount Form* (available from the Finance Office or website) needs to be completed and provided to the Finance Office by **20 March 2020**.

What other costs may I expect to be charged in 2020?

The 2020 fee structure above is for tuition fees only and excludes a range of other costs that will be dependent on the year level/s of your child/children and their co-curricular activity.

The College's fee structure excludes:

- Stationery (Secondary students only)
- Textbooks
- Uniforms
- Musical instrument hire
- Co-curricular fees (Secondary students only) - e.g. after school sports, academies, and intrastate, interstate and overseas trips etc.

- Additional photocopying or printing above the student quota
- Second and subsequent accidental damage to a school loaned device (e.g. iPad, tablet, laptop) will be charged a repair cost
- School loaned devices not returned at end of the year will incur a \$1,500 charge to replace the device
- VET course costs are split 50/50 (i.e. The College will pay 50% and parents/caregivers will pay 50% up to a maximum College contribution of \$1,000.) Parents/caregivers should note the rules regarding withdrawal and costs that may be incurred.

The above fees are billed during the year depending on the type of charge.

Do you offer split accounts?

The College expects families to make their own arrangements to pay school fees. Nazareth Catholic College will not separately invoice accounts unless there is an active Court Order specifying how charges are to be separately billed to each parent/caregiver. A copy of the relevant section of the Court Order must be provided to the Finance Office before accounts are billed separately.

What if our financial situation makes payment of fees difficult or if our financial situation changes?

The College's Fee Policy ensures that all students are given the opportunity to succeed by offering family discounts and fee remissions for families on low income and School Card. Families who qualify for School Card are entitled to a 50% reduction on net fees and are asked to contact the Finance Office to check the criteria for 2020.

Families who do not qualify for School Card, but who feel they have difficulty in meeting the fee payment requirements due to their circumstances, may apply for partial fee remission. Please complete the *Fee Remission / Fee Reduction Application Form* (available from the Finance Office) and return it to the Finance Office with relevant information (marked 'confidential') for review by the Business Manager or Accountant. Appointments are welcome and we request the application form and supporting documentation are completed and submitted before making an appointment.

All information, discussions and arrangements are made in the strictest confidence.

What if I fail to pay the school fees on time?

It is the responsibility of all parents/caregivers to pay tuition fees on time. The College offers three options for paying fees and, if you are unable to pay by the due date, you must contact the Finance Office of the College to discuss a payment plan.

Nazareth is required to take all reasonable and legal steps, including a debt collection agency where necessary, to ensure school fees are collected in full within the school's policy or agreed individual written arrangements.

Please note: Families of students participating in co-curricular trips are required to be up to date with their school fees or have an approved payment plan in place for their child to be eligible to participate on the trip.

Is there a Building Fund and is it compulsory?

Nazareth Catholic College has a building fund and contributions to this fund will help with the development of the College. The building fund is not included on your fee account. Contributions to the building fund are voluntary and any amount will be accepted with amounts over \$2 being tax deductible. The *Building Fund Donation* form is available from the Finance Office or www.nazareth.org.au/college/finance. We continue to work on master planning for both campuses to provide ongoing contemporary facilities for our students.

What if my child leaves prior to the end of term or at the end of the school year?

Parents/caregivers whose child leaves the College during a term or at the end of the school year must provide at least one term's notice. Failure to provide a term's notice will result in fees being charged for the following term dependent upon the circumstances. This is in recognition of the fact that the College is committed to maintain the employment of teachers on the basis of known enrolments from one term to the next.

Where can I access any relevant forms?

All relevant financial forms are available for download at www.nazareth.org.au/college/finance.

Who do I contact if I have a question about payment of fees, charges or about payment plans?

Findon Finance Office

176 Crittenden Road, Findon 5023
8:30am – 4:30pm (Monday - Friday)
T: 8406 5032

Postal Address

PO Box 28, Findon 5023
E: finance@nazareth.catholic.edu.au

Flinders Park Finance Office

1 Hartley Road, Flinders Park 5025
8:30am – 4:30pm (Monday - Friday)
T: 8406 5314

Business Services Manager: Mr Darren Bailey

Accountant: Miss Andrea Leeming

Does Nazareth Catholic College have a formal Financial Charter?

Yes, the Governing Council has approved the following Financial Charter. Fairness and equity for all parents and caregivers are underpinning principles of this charter. It reads:

Nazareth Catholic College and our families have a mutual responsibility to engage in the support of each child's education, including the payment of fees in a timely manner. With this context, no child will be denied access to Catholic schooling, because of a demonstrated inability to pay. However, it is the parent/caregiver's responsibility to meet with the Business Services Manager or Accountant to determine an appropriate arrangement, if families experience genuine financial difficulty, for consideration of any adjustment to our published fee schedule.

Our College will establish a scale of fees at a level that:

1. Allows quality teachers to be recruited facilitating an education program that prepares students for the workplace and Tertiary education.
2. Encourages families experiencing financial difficulties to enrol their child in the College.
3. Is seen by families that are able to pay all fees without any assistance as an excellent education option for their child.
4. Allows the College to develop and maintain equipment and property.

All parents/caregivers in return are expected to honour their financial commitment made at enrolment in payment of all fees by:

1. Paying annually, or making payments via the options available by the nominated date.
2. Taking responsibility to explore all other options to pay the school fees on time before seeking any deferment or reduction in fees from the College.
3. Advising the College when financial difficulties are being experienced which could result in deferred payment, negotiated with the College.

Parents/caregivers paying school fees on time will allow our College to:

1. Maintain, upgrade, and improve property, plant, and equipment. This is necessary to provide a contemporary education that will prepare our students for their adult responsibilities.
2. Meet its financial obligations to suppliers and financiers, thereby minimising any interest charges as a result of not receiving payment of fees on time.