SALESIAN COLLEGE ‘RUPERTSWOOD’
SCHEDULE OF FEES, LEVIES AND CHARGES FOR 2015

The tuition fees, levies and charges are designed to provide affordable family friendly Catholic education during the student’s life at Salesian College ‘Rupertswood’
College Fee Methodology
We understand that a private school education is a very big investment for most families and we thank you for considering Salesian College ‘Rupertswood’ (College) for your children.

The College’s Tuition fees are designed to be a singular education cost across all year levels. The College’s desire is to provide affordable family friendly Catholic education.

Additional charges may be applied for costs specific to selected activities.

Applications and Admissions
Application for entry into Salesian College ‘Rupertswood’ must be submitted on the College’s Application for Enrolment Form. A non-refundable Application Fee is payable on lodgement. At this time the student’s name will be registered as an Applicant for entry into the College.

Enrolment and Re-enrolment
Enrolment applications are subject to the outcome of an interview conducted by the Principal or nominee.

Subject to the outcome of the College’s interview process, Enrolment Policy and position availability, a formal offer of a place will be made. At this time parents are required to sign and return the Enrolment Acceptance Form along with the confirmation of offer fee. This non-refundable confirmation of offer fee will be deducted from the College tuition fee the following year.

During Term 4 each year Parents and Guardians are required to complete the Application for Re-enrolment Student Confirmation Form, and Payment Plan Form along with the associated re-enrolment payment by the due date. This re-enrolment fee will be deducted from the College tuition fee the following year.

Tuition Fee
The Tuition Fee is a singular fee across all year levels.

As an example your tuition fee covers such compulsory expenses as:

- Camps
- Excursions
- Feast Days
- Sports and gym equipment
- All classroom resources
- Specialist subject materials and equipment
ICT Levy
All students will incur an ICT Levy which covers usage of, but not limited to, wireless infrastructure, Day Map, computers, iPad’s, software applications and ICT support. This per student levy is invoiced at the start of the College year.

Other Levies and Charges
Students who undertake optional fee based activities will be invoiced separately to the College fee account. These include, but not limited to, the following:

- Kakadu and International Trips
- Optional camps and trips
- Other optional events such as theatre visits and exhibits
- iPad purchase, eBooks, software, apps, uniform items

Students of families who receive fee assistance or who are in arrears with their College fees are not permitted to participate in optional or non-compulsory camps, trips or programs. Special consideration on an exception basis may be given on external VET courses upon written notice to the Principal. In some cases, it may be a requirement that payment is received in advance.

Instrumental Music
Instrumental music and voice lessons are provided for individuals or a group of two students. The music tuition fee will be applied each term to your account.

Early Payment
Payment of future years (i.e. 2 years or more into the future) paid by 28 October of the current year will be charged at the forthcoming year rate in full.

Building Levy
This is a compulsory contribution per family for the year. The College’s new buildings and ongoing capital development rely on this contribution being paid.

Working Bee
This is a voluntary contribution for all parents and friends of Year 9 students to participate in the beautification of the Year 9 Campus and surrounding gardens. A Working Bee will be held once per term.
Discount
For families with more than one student enrolled concurrently at the College, we offer the following student discounts:

- 10% on tuition fees for the second student concurrently attending full time
- 20% on tuition fees for the third or more students concurrently attending full time

Fees, levies and charges paid in full
Families are required to adhere to their signed payment plan referred to in the Payment Plan Form which accompanied the Application for Re-enrolment Student Confirmation Form. All fees, levies and charges are to be paid in full by the end of the year.

Overdue Account Charges
The College will impose an overdue account charge of $50 for non-payment of an account by the due date. This is to cover collection and administration costs associated with overdue accounts.

Families will fully reimburse the College for all legal, debt collection and associated costs incurred in the recovery of overdue accounts.

VET/VCAL fees
External VET courses do not form part of the Tuition Fee. Parents and Guardians of students electing this subject will be invoiced for the full cost of the course but will receive as a rebate any government funding received by the College for that course.

All incidental internal and external VET course costs will be charged to families. These costs may include, but not limited to, uniform, first aid courses and equipment.

Students of families who receive fee assistance or who are in arrears with their College fees are not permitted to participate in external VET courses. Special consideration on an exception basis may be given on external VET courses upon written notice to the Principal. In some cases, it may be a requirement that payment is received in advance.

A discount equal to one fifth of the full Tuition Fee will be provided as fee relief to all students undertaking a VCAL course. No other College discounts will be applicable once this discount is applied.

Refund of College Fees
The College must receive one full term’s notice of withdrawal of a student for whom a place has been accepted.
Scholarships
Limited scholarships are offered for students entering Year 7. Scholarships recognise the areas of academic, sport, community service and art. The number of scholarships, values (percentage of remission of fees) and duration will vary from time to time.

Financial Assistance
Families who are in financial difficulty are encouraged to contact the Business Manager.

Payment Options
Fees are charged on a yearly basis and full payment is to be received by 28 February of the school year unless an alternate payment plan is arranged before this date. Alternate payment plan arrangements are weekly, fortnightly, monthly or four instalments.

Any additional charges are added to your account at the time they are incurred.

The College accepts EFTPOS, cash, cheque, direct debit, VISA, MasterCard and Centrelink. VISA and MasterCard will incur a 1% surcharge on all transactions.

The College will impose an account charge of $15 for every rejected/declined credit card/direct debit payment. This is to cover collection and administration costs associated with rejected/declined credit card/direct debit payments.

Transport on College Buses
An annual cost will apply to students travelling on the College bus route.

Privacy policy
The College is committed to using and managing personal information provided to or collected by it in an ethical manner and in accordance with the National Privacy Principles contained in the Commonwealth Privacy Act and the Privacy Policy of the Catholic Education Commission of Victoria. The College Privacy Policy is available on request.

Attendance
Students returning to the College after school holidays must join their classes on the dates fixed for commencement. Students are not permitted to leave the College at the end of a term until the recognised closing date, except with prior permission and under special circumstances.
Acceptance of business regulations

All persons signing the Application for Enrolment Form and Enrolment Acceptance Form are deemed to be jointly liable for all fees, levies and charges payable to the College. This agreement applies regardless of any changes in the relationship between co-signatories, any child support arrangements or any private agreement with a third party regarding payment of fees, levies and charges.

Change of Address

Please ensure that immediate written notification is given to the College in the event of any change to business or residential addresses and/or contact telephone numbers.

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### College Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition fee</td>
<td>$5,950</td>
<td>Years 7 to 12</td>
</tr>
<tr>
<td>Application fee</td>
<td>$100</td>
<td>Non refundable</td>
</tr>
<tr>
<td>Enrolment</td>
<td>$500</td>
<td>Per student and deducted from following years Tuition fee</td>
</tr>
<tr>
<td>Re-enrolment fee</td>
<td>$500</td>
<td>Per student and deducted from following years Tuition fee</td>
</tr>
<tr>
<td>ICT levy</td>
<td>$250</td>
<td>Per student</td>
</tr>
<tr>
<td>Building levy</td>
<td>$200</td>
<td>Per family</td>
</tr>
<tr>
<td>Discount – second student</td>
<td>10%</td>
<td>Off Tuition fee</td>
</tr>
<tr>
<td>Discount – third or more students</td>
<td>20%</td>
<td>Off Tuition fee</td>
</tr>
<tr>
<td>Overdue account charges</td>
<td>$50</td>
<td>Per payment due date</td>
</tr>
<tr>
<td>VCAL Discount</td>
<td>One fifth</td>
<td>On Tuition fee</td>
</tr>
<tr>
<td>Credit Card surcharge</td>
<td>1%</td>
<td>Per payment</td>
</tr>
<tr>
<td>Rejected direct debits/credit cards</td>
<td>$15</td>
<td>Per payment</td>
</tr>
<tr>
<td>College Bus</td>
<td>500/800</td>
<td>Single/Family per year</td>
</tr>
<tr>
<td>Music - individual</td>
<td>$320</td>
<td>Per term</td>
</tr>
<tr>
<td>Music – two student group</td>
<td>$230</td>
<td>Per term, per student</td>
</tr>
</tbody>
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