



# ST. JOHN'S COLLEGE

## 2021 SCHEDULE OF FEES AND LEVIES

At St John's College we understand that choosing our College as the education provider for your child is a significant financial commitment. Therefore, we are committed to providing an affordable education whilst ensuring our programs and facilities remain of a high quality.

Fees are set each year in July and are provided to all current families at that time, as well as all families who are considering commencing in the following year.

### Registration Fee

A non-refundable fee of \$100 is to be paid for each enrolment application, per child. This fee is applicable for all year levels (Foundation to Year 12).

### Confirmation Fee

A non-refundable fee of \$500 is to be paid, in advance, for all new students entering the school once the student's enrolment has been accepted. This fee is deducted from the first term's fees.

### Year 7 Transition Enrolment Confirmation Fee

A fee of \$250 is payable upon acceptance of enrolment into Year 7 for students currently enrolled in Year 6 at the College. This fee is deducted from the first term Year 7 fees.

## ANNUAL TOTAL FEES

<i>Year Level</i>	<i>Tuition Fee</i>	<i>Consolidated Fee</i>	<i>ICT Levy</i>	<b>Compulsory Annual Total Fee</b>
Foundation - Year 2	3968	440	928	<b>5336</b>
Years 3 - 6	5102	566	928	<b>6596</b>
Years 7 - 10	5912	656	928	<b>7496</b>
Years 11 - 12	6462	718	928	<b>8108</b>

*Table Note: Annual Total Fees are reviewed annually by the College Board*

The Tuition Fee includes core curriculum instruction and related learning resources/consumables. For example, photocopying, supply of printed materials, literacy and numeracy manipulatives, sport equipment and art supplies.

### Consolidated Fee

The Consolidated Fee is a compulsory charge. This fee is levied to cover the cost of compulsory programs that form part of the curriculum. For example, incursions, excursions (including transport to/from events), inter-school and inter-House sports (Junior and Senior), College Athletics Carnival, guest speakers, Life Education Van, Year 9 Explore Week, Library services (online and material resources including TV4Education and fiction/non-fiction collection), subject competitions, student ID cards, school diary and the College Yearbook.



## ICT Levy

The ICT Levy is a compulsory charge. This levy covers the provision of ICT support and access to on-site ICT. This includes networking infrastructure and hardware (computers/touch pads/printers/robotics etc.), Microsoft 365 and SEQTA licensing, internet access and connectivity, onsite anti-virus and firewall protection, and technical support. The ICT Levy also covers online subscriptions, learning programs and support including, but not limited to, EdRolo (VCE), Mappen (Junior School), literacy and numeracy programs F-10, and ACER PAT testing. This levy excludes one to one laptops; all students participate in the Bring Your Own Device (BOYD) program.

## Exclusions from the Total Annual Fees

2018 Laptop Program, uniform, textbooks, personal stationery, College production/concert tickets, canteen purchases and fundraising event costs are not included in the Annual Total Fees.

## Optional Programs

Optional programs are not compulsory for all students and offered on a user pays basis. As such, they are not included in the Annual Total Fees. These programs include:

- Junior School swimming program.
- College camps at all year levels including local, interstate and international camps. Refer to table below.
- Breakfast Club: refer to the Breakfast Club flyer for further information.
- Private Instrumental Music: refer to the Instrumental Music Program flyer for further information.
- Private Bus Service: refer to the Bus Service flyer for further information.
- TAFE Fees: for Senior School students who enroll in TAFE courses with other education providers, the fees are payable by the parents/guardians.

Camp Costs (*approximate; includes transport, accommodation, meals*)

Year 2	Years 3-4	Years 5-6	Years 7-8	Years 9-10	Years 11 & 12	International Camp
Local 1 night	Local 2 nights	Local 3 nights	Orientation 3 nights	Interstate 7 days	Retreat/Study 2 nights	Greece 3 weeks
\$250	\$350	\$450	\$450	\$700	\$350	\$7000

## VET and Virtual Schools

Senior School students participating in VET and Virtual Schools programs are charged 50% of the tuition fees charged by the outside provider. Parents/guardians are responsible for the payment of materials charges. Program fees vary depending upon the course.

## **Building Fund Donation**

The Building Fund Donation of \$250 per annum, per family, is a voluntary tax-deductible gift to the School. The St John's College Building Fund is endorsed by the Australian Taxation Office, under subdivision 30-BA of the Income Tax Assessment Act 1997, as a deductible gift recipient for the operation of such a building fund.

## **ST JOHN'S GREEK ORTHODOX COLLEGE BUILDING FUND:**

BSB: 083-004

A/c No: 17-870-4830

Reference: Debtor ID or Students Surname



## **Annual Total Fee Concessions**

### **Sibling Concession**

The sibling concession is calculated at a rate of 10% for the second child and 25% for the third and subsequent children (attending the College concurrently). The sibling concession will not apply where another concession is currently applicable to the student, or where the student is receiving other financial benefits from the College (for example a scholarship or sponsorship).

### **Full Fee Payment in Advance Concession**

A 5% concession will be applied for families who pay all Annual Total Fees for each child in their family by the 14<sup>th</sup> of February each year. This concession applies alongside all other concessions and is applied to the total fees invoiced (after sibling/staff concessions and before the Health Care Card concession).

### **Healthcare Card Concession**

For parents/guardians who hold a Health Care Card, a 5% concession will apply. The Health Care Card concession applies alongside sibling and clergy concessions. This concession is applied to the total fees invoiced after other concessions.



## TERMS OF PAYMENT

A Fee Payment Form must be completed by all parents/guardians by 30<sup>th</sup> November each year.

### Option 1: Termly Payments (standard terms of payment)

Annual Total Fees are invoiced in four (4) installments/quarterly.

- Term 1 due – January 31st
- Term 2 due – April 30<sup>th</sup>
- Term 3 due – July 31<sup>st</sup>
- Term 4 due – Oct 31st

### Option 2: Single Upfront Payment

If paid in full by the 14<sup>th</sup> of February, Annual Total Fees attract a 5% discount.

### Option 3: Monthly or Fortnightly Payments

By agreement with the College, the Annual Total Fees are divided into equal instalments which are charged across ten months (between February/November). These arrangements need to be in place by 30<sup>th</sup> November of the prior year.

### **Withdrawal of a Student**

If a student is withdrawn from the College, per our enrolment policy a full term's notice is required. Failure to give the required notice will result in the requirement to pay a term's total fees (25% of the Total Annual Fee for each student). Where a student is withdrawn at the end of the year, notice is required by the first day of Term 4. The College reserves the right to withdraw an enrolment.

Contact [enrolments@stjohnspreston.vic.edu.au](mailto:enrolments@stjohnspreston.vic.edu.au) to obtain a withdrawal form.

### **Payment Methods**

- In person (Cash, Credit Card, Cheque)
- Direct Debit
- Direct Deposit
- Ezi Debit
- Online by accessing the school website [www.stjohnspreston.vic.edu.au](http://www.stjohnspreston.vic.edu.au)

### **Account Details**

St John's Greek Orthodox College

BSB: 083-419

A/C No: 62-866-5497

Reference: Debtor ID or Students Surname

### **Administration Fee**

Any Credit Card, Ezi Debit, Direct Debit or Cheque payment that is declined by the bank, for any reason, will be charged the institution's administration fee.

### **Late Payment Fee**

A late fee of \$250 per account is charged when tuition fees are not paid by the due date.



# PAYMENT DETAILS FORM 2021

Fee Payer Details	
Full Name: _____	Relationship to student: _____
Full Name: _____	Relationship to student: _____
Student Details	
Full Name: _____	Year Level: _____
Full Name: _____	Year Level: _____
Full Name: _____	Year Level: _____
Total Annual Fees	
Payment Options:	
<input type="checkbox"/> <b>Option 1: Termly Payments</b> <i>(Total Annual Fees are invoiced in four (4) installments/quarterly)</i>  <b>Payment Method:</b> <input type="checkbox"/> In Person (Cash, Credit Card, Cheque) <input type="checkbox"/> Direct Deposit (Electronic Bank Transfer) <input type="checkbox"/> Ezidebit <input type="checkbox"/> Direct Debit (Please complete the attached Direct Debit Request Form)	<input type="checkbox"/> <b>Option 2: Single Upfront Payment</b> <i>(If paid in full by the 14<sup>th</sup> of February, Total Annual Fees attract a 5% discount.)</i>  <b>Payment Method:</b> <input type="checkbox"/> In Person (Cash, Credit Card, Cheque) <input type="checkbox"/> Direct Deposit (Electronic Bank Transfer) <input type="checkbox"/> Ezidebit <input type="checkbox"/> Direct Debit (Please complete the attached Direct Debit Request Form)
<input type="checkbox"/> <b>Option 3: Monthly Installments</b> <i>(Total Annual Fees are invoiced in 10 monthly installments from February to November)</i>  <b>Payment Method:</b> <input type="checkbox"/> In Person (Cash, Credit Card, Cheque) <input type="checkbox"/> Direct Deposit (Electronic Bank Transfer) <input type="checkbox"/> Ezidebit <input type="checkbox"/> Direct Debit (Please complete the attached Direct Debit Request Form)	<input type="checkbox"/> <b>Option 4: Fortnightly Installments</b>  <i>(All families wishing to pay their Total Annual Fees in 20 installments from February to November - fortnightly - are required to pay via Ezidebit or Direct Debit. Please complete the attached Direct Debit Request form or the Ezidebit Form)</i>
Voluntary (Tax Deductible) Building Fund Levy	
Payment Options:	
I/We wish to contribute to the Voluntary St John's College Building Fund - \$250.00 per annum:	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other amount: \$ _____	
Signature: _____ Name: _____	
Date: _____ / _____ / _____	
PLEASE RETURN TO THE ADMINISTRATION OFFICE or email fees@stjohnspreston.vic.edu.au BY 30 <sup>TH</sup> NOVEMBER 2020	



## DIRECT DEBIT REQUEST

Details of Account Authority	
I/We _____ <i>(Name of person(s) providing the Direct Debit Request)</i>	
Student name(s): _____ Authorise St John's College (ABN: 65 064 790 343) to arrange for funds to be debited from my/our account at the Financial Institution identified below and as described below through the Bulk Electronic Clearing System. This authorisation is to remain in force in accordance with the terms described in the Direct Debit Request Service Agreement (see below).	
Details of Account to be Debited	
<input type="checkbox"/> Retain existing Direct Debit Arrangement (details held on file by the College)	
<input type="checkbox"/> Bank Account	Name of Financial Institution: _____ Branch Location: _____ Account Name: _____ BSB No.: _____ Account No.: _____
<input type="checkbox"/> Credit Card	Name of Financial Institution: _____ Credit Card Number: _____ Expiry Date: ____/____/____
Included in Direct Debit Arrangement	
<input type="checkbox"/> Annual Total Fees ( <i>refer to Annual Total Fees table and Payment Details Form</i> )	
<input type="checkbox"/> Voluntary (Tax Deductible) Building Fund Levy ( <i>refer payment details form for the dollar amount</i> )	
I/we have read and accepted the terms and conditions set out in the Direct Debit Service Agreement (located on the next page).	
Signature: _____ Date: ____/____/____	
Name (print): _____	
<b>PLEASE RETURN TO THE ADMINISTRATION OFFICE or email fees@stjohnspreston.vic.edu.au BY 30<sup>TH</sup> NOVEMBER 2020</b>	



## Direct Debit Request Service Agreement

- By signing a Direct Debit Request, you have authorized St John's College to arrange for funds to be debited from your nominated account, according to the information you have provided and the agreement we have with you.
- Changes by St John's College – you will be advised in advance of any changes to the Direct Debit arrangements
- Changes made by you for all matters relating to the Direct Debit arrangement you will need to:
  - a) Call our Office on 9480 5300
  - b) Advise us in writing via email, [fees@stjohnspreston.vic.edu.au](mailto:fees@stjohnspreston.vic.edu.au)
  - c) Allow for 10 working days for the amendments to take effect.
- Your responsibility – the parent/guardian/sponsor should be aware that it is your responsibility to ensure sufficient cleared funds are in the nominated debiting account when the payment is to be drawn.
- Disputes – if you believe there has been an error in debiting your account, you should contact us immediately. Please confirm all details with us in writing, via email ([fees@stjohnspreston.vic.edu.au](mailto:fees@stjohnspreston.vic.edu.au)), as soon as possible, so that we can resolve your query quickly.
- We will investigate the matter and advise you in writing whether your account has been incorrectly or correctly debited. If we cannot resolve the matter you can still refer it to your Financial Institution and they may lodge a claim on your behalf.
- Returned payments – in the event of returned unpaid transactions, the following procedures will apply:
  - a) You will be notified via email and or phone of the details.
  - b) You will have 7 days to pay the amount.
- If the due date for payment falls on a non-working day or public holiday, the payment will be processed on the next working day.

## Privacy Collection Notice

St John's College is committed to managing personal information in an open and transparent way. All information collected on these forms will be used and stored in accordance with the St John's College Privacy Policy. The policy observes the Australian Privacy Principles contained in the Commonwealth Privacy (Private Sector) Act 1988, the Privacy Amendment (Enhancing Privacy Protection) Act 2012 (referred to as the "the Privacy Act") and the Privacy Amendment (Notifiable Data Breaches) Act 2017. A copy of the policy can be obtained from the College website.