

Supporting Information for College Fees

This document should be read in conjunction with the current Fees Schedule.

Annual Tuition Fee – Inclusions

- Tuition and book hire costs
- One college magazine per family annually
- All mandated excursions
- All sports registrations and academic competitions (e.g. Science, Maths and English)

Annual Tuition Fee – Exclusions

- Wilderness Studies and TVET courses and specific subject costs (e.g. hospitality tool kits/uniforms)
- Non-compulsory / voluntary trips, camps, excursions and activities

High Cost Items / Activities

The College will not generally allow a student to take up a high cost item/activity when the Family Fees Account is in arrears and/or concessions have been applied to the Family Fees Account. Examples of high cost items/activities include, but are not limited to, the Wilderness course, voluntary overseas or domestic cultural or sporting trips.

School Property Damage (windows etc.)

Any damage (accidental or deliberate) to college property will be invoiced to the responsible student's family at the cost of repair or replacement.

Offshore Australian Parents/Caregivers

Where the parents/caregivers of a student live overseas, fees are payable annually in advance.

Families Experiencing Genuine Financial Hardship

As a Catholic school, owned and conducted by the Missionaries of the Sacred Heart, Chevalier College has structures in place to assist families experiencing genuine evidenced financial hardship. The college applies strict confidentiality regarding requests and approval of fee assistance. Please contact the Business Manager on 4861 1488.

Credit Card Surcharge

Payments made using a credit card (American Express, MasterCard or Visa) will attract a 1.0% surcharge at the time of payment.

Review of College Fees

Fees are set by the College Board and are reviewed annually in October.

The college is not a licensed credit provider under Australian legislation and, as such, cannot provide repayment facilities for a family's fee account.

Non-compliance or Non-payment of Fees

An administration fee of \$20 per fortnight may be charged if:

1. payment arrangements are not in place by the first day of Term 1. Each family's College Payment of Fees form (and Direct Debit Request Authority, if applicable) will be used for the payment of all future years' fees, unless the college receives alternate written instructions.
2. a direct debit payment defaults.

If a family is unable to meet the commitment they have made, the family must contact the college in advance to avoid the administration fee being applied.

When fees remain unpaid and no or little attempt is made by the family to settle the debt, the debt may be handed onto the college's solicitors for recovery, which may lead to legal action. Where legal action is instigated, this may lead to an individual's credit rating being affected if judgement is awarded against the individual.

Notice of Withdrawal of an Enrolled Student

When withdrawing a child from the college, parents/caregivers must give four weeks' written notice to the Principal. These four weeks must fall within term time (not holiday breaks). In the absence of such written notice, fees may be charged.

Issue of Textbooks, Library Books and Wilderness Equipment – Unreturned Items Policy

All items borrowed by students are required to be returned by the advised date in a clean and undamaged state, otherwise a charge equal to the replacement cost of the item will be charged to the family fee account.

iPad Apps

The college may supply a number of software applications for iPads that will be loaded on to the student's iPad. These apps will remain the property of the college. When a student withdraws from the college, the student/parent must ensure the iPad is made available to the college prior to departure so that the college apps can be removed.