

BUSINESS NOTICE 2009

PAYMENT OF SCHOOL ACCOUNTS

For ease of payment, the Annual Account is rendered in four equal instalments. **Please note that payment of the School Account is required prior to the commencement of the relevant term.**

A student will not normally be allowed to commence a new term whilst any school account remains unpaid. A term's notice in writing must be given to the Headmaster prior to the removal of a student (or move from Boarder to Day Student), otherwise one fourth of the total annual amount will be charged.

CHEQUES TO BE MADE PAYABLE TO:

BALLARAT GRAMMAR

Payment can also be made via MasterCard, Visa, Amex or BPay. Amounts paid by Amex incur a 1.5% surcharge.

SCHOOL FEES

Year Level	TUITION Per Term	Annual Fees
ELC	<i>See Separate Schedule</i>	
P	\$1,150	\$4,600
1	\$1,215	\$4,860
2	\$1,335	\$5,340
3	\$1,570	\$6,280
4	\$1,790	\$7,160
5	\$1,920	\$7,680
6	\$2,005	\$8,020
7	\$2,465	\$9,860
8	\$2,920	\$11,680
9	\$3,040	\$12,160
10	\$3,495	\$13,980
11	\$3,600	\$14,400
12	\$3,600	\$14,400

Year Level	BOARDING Per Term	Annual Fees
7	\$1,635	\$6,540
8	\$1,800	\$7,200
9	\$2,125	\$8,500
10	\$2,780	\$11,120
11	\$3,095	\$12,380
12	\$3,095	\$12,380

MUSIC FEE

Sessional teachers charge on a basis of \$27.50 for a half-hour lesson.

COMPUTER EQUIPMENT

The School provides access to computer equipment across the campus without extra charge. Volume charges will apply for print, copy and data usage above accepted levels.

ART FEE

Basic material charge per student for Years 7 to 12 is \$30.00 per term including GST where applicable.

CITY CAMPUS

The above fees cover the cost of School facilities and programs for Year 9 students who will spend three weeks at the City Campus. These fees do not include cost of accommodation and meals. Boarders will receive a rebate of \$250 for the accommodation and meals not required in Ballarat for this period of study.

LATE PAYMENT

A Late Payment Fee of 1.5% per month will be charged on accounts not paid by the commencement of each term. This fee may be varied where prior arrangements have been made with the Finance Manager for Direct Debit Instalments. Parents experiencing difficulties with payments are encouraged to contact the Finance Manager or Headmaster.



CONCESSIONS

Sibling Rebates

A reduction in Tuition Fees will be applied where two or more siblings of the one family attend the School concurrently, to a maximum of 45%. Rebates are, for first sibling, nil; *second* sibling, 15%; *third* sibling, 30%; *fourth* and subsequent siblings, 45%.

A reduction of 10% of Boarding Fees will be applied to the second and subsequent siblings of the one family boarding at the School concurrently.

Scholarships and Bursaries

It is conditional for continued tenure of Scholarships and Bursaries that the School Account remains within the above terms for payment of School Accounts.

Fees Paid in Advance

A discount is paid for amounts paid in advance as at the first day of each term. The 2009 discount rates are as follows:

Nil -less than \$1,000

6% per annum on the amount in excess of \$1,000 and below \$10,000

6.25% per annum on the amount in excess of \$10,000

These rates are subject to change with one term's notice

INSURANCE - PERSONAL & PROPERTY

The School accepts no responsibility for damage or loss of personal property (including students' personal effects, computers, bikes, and motor vehicles on site). (Nevertheless, the School naturally takes due care to prevent such loss.) Similarly, students are not automatically covered by Accident Insurance. Parents are strongly advised to make their own arrangements for suitable cover.

LAUNDRY FEE

The Boarding Fee incorporates a standard fee for Laundry. However, where standard volumes and cleaning requirements have been exceeded, excess costs will be charged to individual students' accounts.

APPLICATION FEES

The Application Fee is \$100 per child (non-refundable). This fee is to offset the administrative costs associated with enrolments. Following an offer of a place at the School, at Prep Grade or above, a NON-REFUNDABLE Admission Deposit of \$1,000 per student needs to be paid within 30 days (or by arrangement) to accept the place. The deposit will be credited towards the first term's fees for the new entrant.

FEE PAYMENT PROTECTION

The Ballarat Grammar Foundation operates a Fees Trust, which provides for payment of school fees on the death or total incapacity of a fee-paying parent. The protection also provides for fee refunds where a student is absent from the School for more than two consecutive weeks because of illness or accident. Full details are available on request. This cover is charged at a flat rate of 2.50% of total fees and is highly recommended.

Please note that a reversal of this charge can only be applied in advance, prior to the commencement of cover. No reversals are able to be applied to Terms for which cover was operating. Please ensure that you have notified the School in writing should you no longer wish to have this cover.

VOLUNTARY BUILDING FUND

A non-compulsory **Tax-Deductible** Building Fund Donation of \$50 per term is shown on each family's statement. A receipt for tax substantiation is available upon request. The contribution, which most families make to this fund, helps to ensure that children at the School will continue to enjoy the best possible educational facilities.

Please note that reversal of Donations can only be applied to current and future Terms, because the School forwards these Donations to the Foundation each Term.

The School appreciates the substantial commitment which parents make in undertaking to pay school fees, and is intent on making payment procedures as convenient as possible. Please do not hesitate to contact me if I can assist with these procedures in any way.



Peter Hunt MBA, FPNA, GAICD, AIMM, JP
Business Manager

November, 2008