

BUSINESS NOTICE 2009

Overseas Student

Provider No. 00129E
Course No. 017448F

PAYMENT OF SCHOOL ACCOUNTS

For ease of payment, the Annual Account is rendered in two (2) equal instalments, paid prior to the commencement of each Semester.

Please note that it is most important that payment of the School Account is made prior to the commencement of each SEMESTER to ensure your place at the School is maintained.

First Semester payment is due before: **31ST DECEMBER 2008**

Second Semester payment is due before: **30TH JUNE, 2009**

If payment is not received before 31ST December, 2008 the student's position may be offered to another student, as we have a waiting list for places in the School.

A student will not normally be allowed to commence the next semester 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, otherwise one fourth of the total Annual amount will be charged.

METHODS OF PAYMENT:

METHOD A

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.

OR

METHOD B

BANK DIRECT DEPOSIT :

Please Quote your Name / Family Number, and notify the School when making payments.

Bank:	National Australia Bank
Branch	Ballarat
BSB:	083-523
Account No.	519 536 565

SCHOOL FEES

Year Level	Semester TUITION Fee	Annual TUITION Fees
5	\$8,540	\$17,080
6	\$8,710	\$17,420
7	\$9,630	\$19,260
8	\$10,540	\$21,080
9	\$10,780	\$21,560
10	\$11,690	\$23,380
11	\$11,900	\$23,800
12	\$11,900	\$23,800

Semester BOARDING Fee	Annual BOARDING Fees
\$3,270	\$6,540
\$3,270	\$6,540
\$3,270	\$6,540
\$3,600	\$7,200
\$4,250	\$8,500
\$5,560	\$11,120
\$6,190	\$12,380
\$6,190	\$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 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.

PRIVATE TUITION

The School arranges regular private tuition in English, Mathematics or other subjects for those students requiring it. This is charged at Ballarat and Queen's Anglican Grammar School



\$500 per term. **REGISTRATION FOR V.C.E. COURSES AND SUBJECTS, MEDIBANK PRIVATE MEMBERSHIP, VISA PERMITS, OR OTHER GOVERNMENT CHARGES** are to be paid by the overseas students and may be placed on your School Account.

APPLICATION FEE

The Application Fee is \$1,000 per child (non-refundable). This fee is to offset the administrative costs associated with enrolments. **A minimum of \$10,000 prepayment of fees is required (in accordance with Government regulations) before a student commences at the School.**

LATE PAYMENT

A Late Payment Fee of 1.5% per month will be charged on accounts not paid by the commencement of each Semester. 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.

Fees Paid In Advance

A discount for amounts paid in advance as at the first day of each semester. 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 a 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.

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 in a separate proposal form. 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