

2019 SCHEDULE OF FEES, CONDITIONS AND CONCESSIONS FULL FEE PAYING OVERSEAS STUDENTS (FFPOS)

TUITION FEES AND CHARGES

Confirming Fee

Upon acceptance of a place (usually three years prior to entry), a non-transferable Confirming Fee is payable to the School. For a second daughter, the Confirming Fee is reduced to 50% of the amount that would be otherwise payable. No Confirming Fee is payable for subsequent sisters.

For students entering the School the Confirming Fee (\$8,298) is 20% of the current Year 7 annual FFPOS tuition fee.

Tuition Fees

Tuition and Boarding Fees are annual fees, payable in two instalments

Junior School	Annual	Semester
Years PP to 6	\$28,465	\$14,233

Senior School		
Years 7 to 12	\$41,490	\$20,745

Annual Payment Discount

A 1.75% discount applies for a full year's tuition paid by 1 February 2019.

Sibling Discount

A reduction of 5% applies on tuition fees for the second and subsequent members of the same family attending St Hilda's at the same time.

Refundable Bond

FFPOS students are required to pay a bond of \$1,950 at the time of entry. The bond will be refunded three months after the student leaves the School. The School may apply the whole or part of the bond in payment of any fees or charges outstanding at the time the student leaves the School.

ENROLMENT REQUIREMENTS (FFPOS)

Earliest entry for Full Fee Paying Overseas Students is Pre Primary or 6 years of age. Prior to entry, the School requires a copy of the student's birth certificate and photo page of the passport, a copy of the student's most recent school report and the return of a medical report form (supplied by St Hilda's for a Medical Practitioner to complete). It is important that teaching staff understand the student's strengths and needs.

Payment of Accounts

Fees are payable before the first day of each semester. Fees outstanding fourteen (14) days after the commencement of a semester may attract a late payment fee of \$250 (ex GST).

Students will not be permitted to commence a new semester unless all fees and charges for the previous semester have been paid or alternative payment arrangements have been made with the School. Accounts outstanding beyond 60 days, which are not subject to alternative payment arrangements, will be referred for legal action and recovery of all costs. Payment may be by Cash, Cheques crossed 'Not Negotiable', Money Orders, Direct Debit, BPAY, EFTPOS, Visa, MasterCard or AMEX. Payments using credit cards including the BPAY option will incur a merchant service fee.

Remission of boarding and tuition fees because of absences due to illness or for any other reason will be granted only in exceptional circumstances.

INSURANCE

Personal accident insurance is provided for all students who take part in school activities or work experience. Student's personal property is not insured by the School against loss or damage. Parents will be required to make good any damage to school property or equipment caused by students.

CHANGES TO GOVERNING LAWS

The School complies with the Education Service Providers (FFPOS) Registration Act 1991, registration procedures and protocols for institutions providing education services to fee paying international students. The School Council reserves the right to amend the fees, charges and conditions referred to herein and on the Schedule of Fees from time to time in accordance with school policies and governing law.

ENROLMENT

The School reserves the right to terminate a student's enrolment at any time for what is deemed by the Principal to be unsatisfactory progress or attitude or unacceptable behaviour. In such cases, no refunds of the current semester's tuition fees or annual boarding fees will be made. 100% of fees applicable to subsequent semesters will be refunded.



NOTICE OF WITHDRAWAL AND LEAVE OF ABSENCE

Day Students: A full term's notice in writing must be given to the Principal before the withdrawal or leave of absence of a student from the School. In the event of the intended withdrawal or leave of absence of a student at the end of a year, written notice must be given to the Principal **prior to the commencement of Term 4.**

REFUND POLICY

On withdrawal of a student from the School, refunds will be made in relation to the following:

- (a) Student application for a student visa is unsuccessful, where notification is received before the student's planned commencement date: A full refund of unspent pre-paid fees, less \$500 for administration expenses will be made.
- (b) Student with a student visa withdraws with notification of more than 10 weeks before the commencement date at the school: A full refund of unspent pre-paid fees less \$1,000 for administration expenses will be made.
- (c) Student with a student visa withdraws with notification less than 10 weeks before planned date of commencement: Full refund of unspent pre-paid fees less 25% of the current annual tuition fees.
- (d) Student withdraws during the first four weeks: 50% of the semester's pre-paid tuition fees will be refunded.
- (e) The School withdraws the offer of a place, fails to provide a program offered or terminates an Education Service before the commencement date at the School, a full refund of unspent pre-paid tuition fees will be made within 14 days of the School's default day.
- (f) Student withdrawn due to a serious breach of the international student visa conditions or provider's rules, no refund of pre-paid tuition fees or annual boarding fees will be made.
- (g) Unless otherwise stated, all refunds will be made to the payee by electronic transfer or cheque within four weeks of confirmation of the reason for withdrawal.

NON-TUITION FEES AND CHARGES

Registration Fee

A registration fee of \$100 including GST is payable with each application for FFPOS student enrolment. The fee, which is non-refundable, covers the administration costs associated with enrolment.

Boarding Fees

Boarding fees are additional to tuition fees and include full board and supervision, nursing services and some laundry services.

Years 7 to 12	\$23,645
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One semester of Boarding fees will be payable in advance in the August prior to entry.

Medibank Private (Student Health Cover)

All FFPOS students are required to pay a lump sum for Medibank Private insurance for the number of years enrolled. The rate for 2019 is \$546 per annum.

Uniforms

The initial costs for uniforms are approximately \$800-\$1,500.

Books

The annual costs for books are approximately \$200-\$700.

Other Charges

Charges for non-compulsory school camps are additional as are other cocurricular subjects.

Parents' and Friends' Association

The Parents' and Friends' Association seeks an annual \$60 donation from each family. This charge will be applied to the first term account.

Change of Visa Status

If a student changes visa status (e.g. becomes a temporary or permanent resident) they may be asked to continue to pay full overseas student's fees for the duration of the calendar year.

Boarders: An offer of enrolment in the Boarding House will be for the full calendar year of student enrolment. Any request for withdrawal or leave of absence must meet the provision of notice as for Day Students and will require the payment of the balance of the boarding fees for the remainder of the year.

In the event of the intended withdrawal or leave of absence of a student at the end of a calendar year, written notice must be given to the Principal **prior to the commencement of Term 4.** *(continued)*



Transfers from the Boarding House to the Day School are subject to the same conditions as withdrawal from the Boarding House in relation to the boarding fees.

DEFERRAL/RE-CONFIRMATION POLICY

1. Pre-Commencement Deferrals

In the event that a student's initial requested entry point is approved to be deferred to a later intake year, a \$1,500 deferral fee will be payable. For a first deferral request this fee payable will be credited back on commencement.

A \$1,500 Deferral Fee will be incurred outright to confirm all subsequently approved deferrals.

2. Current Student Deferrals

Students who withdraw from the school and wish to return at a future date will be subject to a \$1,500 re-confirmation fee to secure the position.

This position will be offered 3 years prior to entry as per the usual offer schedule.

3. Leave of Absence / Re-Enrolment Fee

Students who take a Principal approved absence (during which fees have not been paid) can re-commence, subject to a position being available, and a Re-Enrolment Fee of \$1,500.

All Deferrals approved and Re-Confirmation Fees charged are at the Principal's discretion.

Non-payment of the Deferral Fee or Re-confirmation fee will result in the position being forfeited.