



St Clare's College

School Fee Information Booklet

2017



St Clare's College

In this booklet, you will find:

- ❖ Information concerning Tuition fees
- ❖ Information on Building Levy
- ❖ School Based Charges:
 - General Resource Fee
 - Utility Levy
 - ICT Levy
 - Laptop Hire
 - P&F Levy
 - Year Group Charge
- ❖ Methods of Payment
- ❖ Further information on when payment is due

Please note:

- ❖ Many families choose to commence **payments in advance**, beginning in November for the following year, so as to reduce their weekly or fortnightly amount. **Why not consider this** – the earlier you commence regular weekly/fortnightly payments, the less that regular amount needs to be.
- ❖ Payment by regular instalments is acceptable if it has commenced by the end of February, regularity is maintained and payments are adequate to clear your account by the end of November.
- ❖ Please look at your statement carefully as the Catholic Education Office is encouraging instalment plans for all fee payers.
- ❖ **B-Pay is the preferred method of payment.** If scheduling periodic BPay payments, please ensure your account is paid in full by the end of November.
- ❖ Year 12 students must have their accounts finalised by the end of September.
- ❖ All extra-curricular music tuition is payable directly to the tutor.
- ❖ All extra-curricular sport is payable up front.



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SCHOOL FEES

School Fees are set by the Catholic Education Office

The Archdiocesan Tuition Fees for 2017 are set by the Catholic Education Office and approved by the Archbishop of Sydney. For 2017, these fees are as follows:

Catholic Education Office Annual Tuition Fees 2016

| | 1 st Child | 2 nd Child 10% reduction | 3 rd Child 35% reduction |
|---------------|-----------------------|--|--|
| Years 7 – 8 | \$1699 | \$1539 | \$1105 |
| Years 9 – 10 | \$1884 | \$1695 | \$1225 |
| Years 11 – 12 | \$2510 | \$2259 | \$1632 |

As usual, the fourth or subsequent children of a family will not be charged tuition fees. However, all school based fees will apply. No fees are charged in fourth term.

The Archdiocesan Tuition Fees will continue to provide for emergency ambulance transport via our group policy with NSW Ambulance Service and **student accident insurance** cover through Catholic Church Insurances Limited. This 24 hour cover is for school activities during school hours and other approved school activities outside school hours such as school camps, school sports, work experience and travelling to and from school.

BUILDING LEVY

The Archbishop also approves the basis on which the **School Building Levy** increases each year. Families will receive a discount on building levy if they have a child at another system school.

For 2017 the Building Levy is as follows:

| | | | |
|----------------------|------------------|-------|------------|
| Building Levy | 1 school | \$696 | per family |
| Building Levy | 2 schools | \$348 | per family |
| Building Levy | 3 schools | \$232 | per family |



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ANNUAL SCHOOL BASED CHARGES

Increases in school based charges are also restricted by the Archbishop to no more than than 5.6%. All School based charges are billed in term 1. No further excursion, Incursions and sport are charged. There may be additional charges for certain electives. All optional events such as Year 12 formal and Year 12 Jerseys, Duke of Edinburgh and extra-curricular activities must be paid up front.

For 2017, St Clare's College Waverley Finance Committee has approved the following School Based Charges:

GENERAL RESOURCE LEVY per student.

The Resource Fee covers the cost of teaching resources for the courses *not individually* billed. It provides:

- The College Year Book.
- The College Diary.
- Course resources for classroom use.
- Library Research Programs, copyright licenses and photocopying rights.
- Library running costs (including a library management system, provision of the Smart Card (Year 7) and audiovisual materials.
- It contributes towards the provision of consumables eg, the printing of student handbooks, school reports and letters to the College Community.

YEAR GROUP CHARGE per student

- Camps and Retreats
- Reflection days
- All excursions & Incursions.
- Guest speakers and seminars
- Religious Education immersions
- Provision of weekly Physical Activity Program and the transportation to sporting venues.
- Electives

ICT LEVY per student

- The technology fee contributes towards software licensing, Internet charges, provision of hardware and audio visual needs across the College. The ICT Levy **does not** cover non-warranty laptop repairs due to accidental breakage. **All repairs for accidental breakage to laptops are an additional cost ranging from \$100 to \$350 per incident, depending on the extent of the damage and replacement parts required.**

UTILITIES LEVY per student

- This fee covers the cost of general utilities (electricity, water, gas) rubbish removal, cleaning & maintenance.

P&F LEVY per family

- P&F funds have assisted in the upgrade of equipment within the College.

BUILDING LEVY per family

- This fee covers the servicing of loans, building insurance and provide for future capital works.



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WHEN IS PAYMENT OF FEES DUE?

The Catholic Education Office permits payment by instalments – annually, per term, monthly, fortnightly or weekly. Your statement will now indicate the due date according to your chosen instalment plan. Where no instalment has been chosen, the default option is per term and those due dates are shown on your statement.

What if I am experiencing difficulty paying my fees in full?

The Archbishop asks the Catholic Education Office and School Principals to ensure that the systemic schools of the Archdiocese continue to be affordable, accessible and sustainable for families who are seeking a *Catholic* education for their children. No Catholic child will be denied a Catholic education through **genuine inability to pay in full**. However, such inability needs to be **substantiated** and the College does not have an infinite capacity to accommodate all those who would wish to seek fee relief.

How can you help yourself manage your account?

- (i) Some try to save up the full amount to pay in full but then find that there is always another emergency to consume that saving. So we recommend
 - **Pay smaller amounts often.**
 - **Our instalment payment method is BPay. Be disciplined in your commitments.**
 - **Start early, for example, in November – the earlier you begin regular periodic payments, the smaller the amount of each payment.**
- (ii) Contact the finance office immediately if a serious unforeseen event occurs so that we can work out a management plan with you from the start. Don't wait for us to contact you after a lengthy period of no payment.
- (iii) If you are a low income earner or have extraordinary expenses that most others don't have, contact us early in the year to see how we can help you.

Optional excursions

From time to time students are offered the opportunity for more expensive excursions such as overseas excursions. It must be remembered that only a minority of students attend these excursions. They are entirely optional. *Where there is a history of difficulty in payment of school fees in full and in a timely manner, a student will not be permitted to participate in these optional excursions.* The issue is one of priority and commitment.

St Clare's College celebrates the end of Year 12 with a Formal Graduation, there are special requirements for when fees should be finalised for Year 12 students. There is a supplementary letter for Parents/Guardians of students in Year 12 in relation to outstanding accounts and attendance at Year 12 Formal.



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FEE SCHEDULE FOR 2017

| Tuition Fees | Payment 1 | Payment 2 | Payment 3 | Annual |
|-----------------|-----------|-----------|-----------|--------|
| Years 7 and 8 | \$566 | \$566 | \$567 | \$1699 |
| Years 9 and 10 | \$628 | \$628 | \$628 | \$1884 |
| Years 11 and 12 | \$836 | \$837 | \$837 | \$2510 |

Please note: Sibling reduction applies to students in systemic schools as follows:

2nd child 10% discount 3rd child 35% discount 4th and subsequent child 100% discount

Resource Fees and Levies

| | | | | |
|-----------------------------------|-------|-------|-------|--------|
| Building Levy (per family) | \$232 | \$232 | \$232 | \$696 |
| Utilities Levy | \$230 | \$230 | \$230 | \$690 |
| General Resource Fee | \$350 | \$350 | \$350 | \$1050 |
| ICT Levy | \$178 | \$178 | \$179 | \$535 |
| Parents' Association (per family) | \$50 | \$50 | \$50 | \$150 |
| Laptop Hire (Years 9) | \$160 | \$160 | \$160 | \$480 |

Year Group Charges

| | | | | |
|---------|-------|-------|-------|--------|
| Year 7 | \$483 | \$483 | \$484 | \$1450 |
| Year 8 | \$316 | \$317 | \$317 | \$950 |
| Year 9 | \$433 | \$433 | \$434 | \$1300 |
| Year 10 | \$366 | \$367 | \$367 | \$1100 |
| Year 11 | \$383 | \$383 | \$384 | \$1150 |
| Year 12 | \$300 | \$300 | \$300 | \$900 |

Additional Charge

Years 9 & 10

Australian Catholic Youth Festival \$75

Elective Charges

Years 11/12

Hospitality \$285

These do not include such cost as hospitality uniform and toolkits etc.

Annual Fees for 1 student

Year 7-\$6,270 Year 8-\$5,770 Year 9-\$6,860 Year 10-\$6,180 Year 11-\$6,781 Year 12-\$6,531

Due Date Term 1 - 15th February Term 2 - 15th May Term 3 - 15th August

Enrolment application fee \$200

Enrolment acceptance fee \$300

Fees are payable in full before the due date unless prior arrangements have been made with the College Principal. A detailed statement of your account will be issued prior to the commencement of each term. Fees may be paid by cash, cheque, B-pay or credit card. Only Mastercard and Visa are accepted. Fees can be paid annually, by term (3), monthly or fortnightly. All fees are automatically issued by term payment. Please contact the accounts office if you wish to change to monthly or fortnightly.