



**MARY
MACKILLOP
CATHOLIC
COLLEGE**

75 Highfields Road, Highfields Q 4352

P 4698 7777

E highfields@twb.catholic.edu.au

2019 Schedule of Fees

Application fee \$50 per child
Non-refundable acceptance fee \$200 per child

Senior College annual fee: \$5100
Junior College annual fee: \$2600

1 to 1 Laptop program
Supply of HP Laptop levy \$130 per term

Our expectation is that:

- fees are paid in full by the due date, or
- an arrangement is made for regular Direct Debit payments, so all fees are paid by the end of the school year.

Included in the College fee:

- year group camps
- class excursions
- reflection days
- leadership camps
- apps for ipads
- text books, mathematics, spellingcity
- resources for specialist courses
- internet access and IT technical
- photocopying allowance
- student ID cards
- band
- vocal ensembles

Excluded from the College fee:

- individual instrumental/vocal tuition (external tutors)
- instrumental hire
- costs for representative teams
- costs for representative sport
- bus transport to swimming carnivals
- costs for subject based immersion experiences (e.g. French class trip overseas)
- replacements for text books, student ID's
- optional courses
- materials: Year 11 & 12 construction courses

- calculators, clothing, tuckshop
- student stationery
- distance education courses
- TAFE courses
- optional: school tours, public performances, valedictory dinner, inauguration ball, senior jersey

PAYMENT OPTIONS

The College fee structure and budget relies on the prompt payment of fees. Our preferred payment options are:

- Direct Debit payment schedule (from bank account)
- Credit Card payment schedule
- BPAY

Other payment options include; EFTPOS, cash or cheque payable at the College Administration. Fees are billed four times per year at the beginning of each term.

As invoices and statements are emailed, it is important that we have your current email address on file at all times.

DISCOUNTS

Families with more than one child will always be invoiced at the full rate of the eldest child, with family discounts applied thereafter. No further discounts are offered.

First child	Full fee
Second child	25% discount
Third child	50% discount
Fourth child	85% discount
Fifth child	90% discount

ENROLMENT CANCELLATION

It is a condition of enrolment that a minimum of one terms' notice from the date of receipt of the Notification of Transfer form is given for withdrawals. Failure to provide this notice, will result in one terms' fee being invoiced to you. One terms' notice is defined as the last day of the preceding term. Exceptions to this is at the discretion of the Principal. Contact the Enrolments Officer to discuss your intentions.

7 December 2018

Dear Parents

75 Highfields Road, Highfields Q 4352

P 4698 7777

E highfields@twb.catholic.edu.au

Re: Paying school fees by Direct Debit

The 2019 fees have been set at \$2600 for junior students and \$5100 for senior students. In addition a \$130 per term Laptop levy will be billed each term for senior students. This follows directives from CSO and endorsement by the College Board. Please refer to the Schedule of Fees for 2019 for further information.

Our preferred payment method for school fees is via Direct Debit from a bank account or credit card. The forms for 2019 are attached to this email and should be completed by all present and new families wishing to pay their school fees by direct debit. All forms are checked then forwarded to the Archdiocesan Development Fund (ADF) in Brisbane for processing.

These forms are a writable PDF and should be completed electronically, printed, signed and returned to the College Office (off Kratzke Road) attention Leander Kennedy. Please note that the ADF will not accept a digital signature. Alternatively, forms can be scanned and returned via email to leander.kennedy@twb.catholic.edu.au To allow time for processing, please **return completed forms by Monday, 17 December**. If you have any questions, the College Office will remain open until Thursday, 20 December.

Please also ensure that in Section 5 – Authority, you have ticked the box to indicate that you have read and understood the terms and conditions of the Direct Debit Service Agreement.

All direct debits, where possible, will commence on a Friday.

There are two options; fixed term or continuous. Fixed term payments will start and finished as per the below schedules:

1. Weekly	(40 instalments)	Commence 25/01/19	Cease 25/10/19
2. Fortnightly	(20 instalments)	Commence 25/01/19	Cease 18/10/19
3. Monthly	(10 instalments)	Commence 25/01/19	Cease 25/10/19

For continuous payments your request will not cease until a cancellation form is completed i.e. no end date. The instalment amount will be lower as the total yearly fee is calculated over a twelve month period.

If you have a current continuing direct debit in place, please review your scheduled payments to ensure all fees will be covered for the 2019 year. If you need to increase your payments, complete the attached form and tick the Alteration box.

This year the ADF have added a Ready Reckoner link (Section 3) where you can check your calculations.

As the College grows there will be many different family dynamics regarding school fees. In the tables below are three examples for fixed payments, but please contact the office if you require assistance for your situation.

Scenario One : all children in Primary

Instalments	1 Child Primary	2 Children Primary	3 Children Primary	4 Children Primary	5 Children Primary
Weekly x 40	65.00	113.75	146.25	156.00	162.50
Fortnightly x 20	130.00	227.50	292.50	312.00	325.00
Monthly x 10	260.00	455.00	585.00	624.00	650.00
Total for the Year	2600.00	4550.00	5850.00	6240.00	6500.00

Scenario Two : first child in Secondary – all others in Primary (includes laptop)

Instalments	1 Child Secondary	2 Children 1xSec 1xPrim	3 Children 1xSec 2xPrim	4 Children 1xSec 3xPrim	5 Children 1xSec 4xPrim
Weekly x 40	140.50	189.25	221.75	231.50	238.00
Fortnightly x 20	281.00	378.50	443.50	463.00	476.00
Monthly x 10	562.00	757.00	887.00	926.00	952.00
Total for the Year	5620.00	7570.00	8870.00	9260.00	9520.00

Scenario Three : two children in Secondary – all others in Primary (includes laptop)

Instalments	1 Child Secondary	2 Children 2xSec	3 Children 2xSec 1xPrim	4 Children 2xSec 2xPrim	5 Children 2xSec 3xPrim
Weekly x 40	140.50	249.13	281.63	291.38	297.88
Fortnightly x 20	281.00	498.25	563.25	582.75	595.75
Monthly x 10	562.00	996.50	1126.50	1165.50	1191.50
Total for the Year	5620.00	9965.00	11265.00	11655.00	11915.00

Please review your form to ensure that all fields are completed correctly before submitting.

It is important to note that any payments that are rejected by your financial institution will incur a \$10.00 administration fee, which will be billed to your school account.

If you require assistance to complete this form, please contact Leander Kennedy at the College Office or via email.

Yours sincerely



**Charmaine Cridland
Acting College Principal**