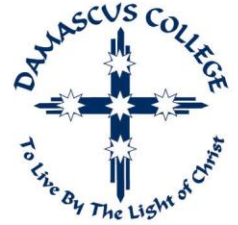


# 2019 Fee Arrangements



## Tuition Fees and Charges 2019

### Tuition Fees

Tuition Fees are charged on an annual basis. ***The first fee statement is issued in February with the annual charges shown.*** Subsequent statements will then be issued at the end of each term.

### Tuition Fee Amounts

Approved Tuition fees for 2019 are as follows:

Year 7	\$5,355.00
Year 8	\$5,505.00
Year 9	\$5,930.00
Year 10	\$6,065.00
Year 11	\$6,355.00
Year 12	\$6,355.00

### Capital Levy

A Capital Levy of \$400.00 per family will apply in 2019. This fee is levied for the ongoing capital upgrade of College facilities.

### Microsoft Surface Pro

Families with students in years 8, 9, 11 & 12 will be required to pay a technology levy of \$275.00, students in years 7 & 10 will be required to pay a technology levy of \$290.00. The technology levy will be added to families fee accounts.

### Extra-Curricular Charges

The tuition fee covers costs related to the College tuition, administration, subject levies, camps, excursions and incidentals. The tuition fee **does not** cover optional aspects of the College's program, services provided for individual music tuition or overseas travel, the Rowing program and some major projects undertaken by senior technology students. These will be charged at various times through the year as appropriate.

### Student Departures and Withdrawals

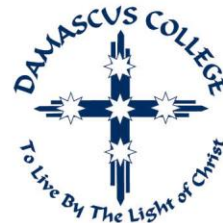
Parents and guardians are reminded that early written notification of a student withdrawing during the College year is required. Where a student exits the College during a Term, fees are payable to end of the Term the student exited. Fee accounts will be adjusted pro rata for tuition fees and the capital levy

### Payment Plan

***A 2019 Fee Payment Plan must be completed by all families and returned to the College by Friday 23, November 2018.***

**DAMASCUS COLLEGE LTD ACN 609066775**

1412 Geelong Road, Mt. Clear 3350 P 03 5337 2222 F 03 5330 2366 E [info@damascus.vic.edu.au](mailto:info@damascus.vic.edu.au) [www.damascus.vic.edu.au](http://www.damascus.vic.edu.au)



**Payment Options:** The following options are available for the payment of school fees:

**Payment in Full by 28 February 2019** (This will attract a discount) The following early payment discount is offered where the fee account is paid in full by February 28, 2019:

- One Student **\$200.00**
- Two or more students **\$350.00**

**Please note:** Where the fee account is split between families the payment in full will be split accordingly

**Instalments:** The following instalment arrangements are available:

- Weekly payments (not available for Credit Card payments via direct debit)
- Fortnightly payments
- Monthly payments
- Quarterly payments

**Payment Facilities:** The following facilities are available for the payment of accounts:

- Cash
- Cheque
- Bpay
- Direct Debit
- Credit Card
- EFTPOS
- Centrepay deduction

### **Support for the Cost of Education**

#### **Family Discounts – two children**

A discount applies where two children in a family attend the College at the same time, with an automatic discount of 12.5% off the total Tuition Fees.

#### **Family Fee Structure – more than two children**

Where three or more students from the one family attend the College in a school year, the tuition fee charged will be limited to the fees for the eldest two students, and the 12.5% family discount will be applied. The effect of this is that the total payable is limited to two students only.

#### **Camps, Sports & Excursions Fund**

CSEF will be provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities. If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. The allowance will be paid against your fee account as camps, sports & excursion costs are built into the tuition fees.

#### **How to Apply**

Contact the school office to obtain a CSEF application form or download from [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

#### **Further Support**

If you have any concerns regarding payment of College fees, you are encouraged to discuss these at any time with the Business Manager. To arrange an appointment please phone Tracey Williams on 5337 2236. Where appropriate, you may be able to make alternative arrangements to pay fees, or seek a concession. It is not helpful to ignore notices for request for payment as debt collection processes will be initiated.

#### **Debt Collection Procedures**

As a last resort the College will commence debt recovery or take legal action where no adequate response has been achieved from approaches for fee payment. Costs incurred by the College from such methods are fully recoverable from the Debtor. This is a last resort for the College but is necessary as a matter of justice for paying members of the school community and the financial sustainability of the College. Please note: Where an account has been referred for legal action families will be required to make an appointment with the Principal/ Business Manager to discuss the continued enrolment. Failure to comply with this request may see the enrolment discontinued.

A copy of the College School Fees Policy is available on the website [www.damascus.vic.edu.au](http://www.damascus.vic.edu.au)

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**2019 DD & CC Schedule of Dates**

	<b>Weekly</b>		<b>Fortnightly</b>
<b>1st</b>	14/02/2019		<b>1st</b> 21/02/2019
<b>2nd</b>	21/02/2019		<b>2nd</b> 7/03/2019
<b>3rd</b>	28/02/2019		<b>3rd</b> 21/03/2019
<b>4th</b>	7/03/2019		<b>4th</b> 4/04/2019
<b>5th</b>	14/03/2019		<b>5th</b> 18/04/2019
<b>6th</b>	21/03/2019		<b>6th</b> 2/05/2019
<b>7th</b>	28/03/2019		<b>7th</b> 16/05/2019
<b>8th</b>	4/04/2019		<b>8th</b> 30/05/2019
<b>9th</b>	11/04/2019		<b>9th</b> 13/06/2019
<b>10th</b>	18/04/2019		<b>10th</b> 27/06/2019
<b>11th</b>	25/04/2019		<b>11th</b> 11/07/2019
<b>12th</b>	2/05/2019		<b>12th</b> 25/07/2019
<b>13th</b>	9/05/2019		<b>13th</b> 8/08/2019
<b>14th</b>	16/05/2019		<b>14th</b> 22/08/2019
<b>15th</b>	23/05/2019		<b>15th</b> 5/09/2019
<b>16th</b>	30/05/2019		<b>16th</b> 19/09/2019
<b>17th</b>	6/06/2019		<b>17th</b> 3/10/2019
<b>18th</b>	13/06/2019		<b>18th</b> 17/10/2019
<b>19th</b>	20/06/2019		<b>19th</b> 31/10/2019
<b>20th</b>	27/06/2019		<b>20th</b> 14/11/2019
<b>21st</b>	4/07/2019		
<b>22nd</b>	11/07/2019		
<b>23rd</b>	18/07/2019		
			<b>Monthly</b>
<b>24th</b>	25/07/2019		<b>1st</b> 15/02/2019
<b>25th</b>	1/08/2019		<b>2nd</b> 15/03/2019
<b>26th</b>	8/08/2019		<b>3rd</b> 15/04/2019
<b>27th</b>	15/08/2019		<b>4th</b> 15/05/2019
<b>28th</b>	22/08/2019		<b>5th</b> 15/06/2019
<b>29th</b>	29/08/2019		<b>6th</b> 15/07/2019
<b>30th</b>	5/09/2019		<b>7th</b> 15/08/2019
<b>31st</b>	12/09/2019		<b>8th</b> 15/09/2019
<b>32nd</b>	19/09/2019		<b>9th</b> 15/10/2019
<b>33rd</b>	26/09/2019		<b>10th</b> 15/11/2019
<b>34th</b>	3/10/2019		
<b>35th</b>	10/10/2019		
<b>36th</b>	17/10/2019		
			<b>Quarterly</b>
<b>37th</b>	24/10/2019		<b>1st</b> 28/02/2019
<b>38th</b>	31/10/2019		<b>2nd</b> 28/05/2019
<b>39th</b>	7/11/2019		<b>3rd</b> 28/08/2019
<b>40th</b>	14/11/2019		<b>4th</b> 28/11/2019
<b>ANNUAL IN ADVANCE</b>			
	28th February 2019		