ST JOSEPH’S TOBRUK MEMORIAL SCHOOL
2015 ANNUAL TUITION FEES AND CHARGES

Single Child Tuition Fee
One child $1250.00

Family Tuition Fees
Two children $1680.00
Three children $1900.00
For larger families, please consult the principal.

Discount for yearly tuition fees paid in advance. Payment must be made in full prior to 28 February 2015 to qualify for this discount. Please note, the discount only applies to the tuition fees:
One child $1187.50
Two children $1596.00
Three children $1805.00

Additional Charges (all of the below):

Joeys’ Engagement Teams (JETs) P&F Levy $80.00 per family
Capital Levy $450.00 per family
Camp – Year 5 $300.00 per student
Camp – Year 6 $300.00 per student
Senior Shirt - Year 6 $40.00 per student
Student Levy:
Prep $288.00 per student
Year 1 $312.00 per student
Year 2 $320.00 per student
Year 3 $324.00 per student
Year 4 $296.00 per student
Year 5 $380.00 per student
Year 6 $400.00 per student
Consumables Levy:
Prep $176.00 per student
Year 1 $131.00 per student
Year 2 $86.00 per student
Year 3 $80.00 per student
Year 4 $66.00 per student
Year 5 $60.00 per student
Year 6 $61.00 per student

The charges outlined above are deemed compulsory. Any refund on payment is at the principal’s discretion.
Annual Tuition Fees and Charges Payment Policy

Funds collected at St Joseph’s Tobruk Memorial School are used for the following purposes, which are essential in providing a high quality of education for your child/children:

- Provide teaching, administrative and ancillary staff;
- Provide essential resources, materials, facilities and equipment;
- Maintain buildings, grounds and other facilities.

A P&F levy for the Joeys’ Engagement Teams (JETs) is collected through our tuition fees and charges structure. This is used to provide other benefits to the school, such as library resources, readers, technology items, play equipment, storage sheds, etc.

Tuition Fees and Charges Billing and Collection Process

1) A statement for expected tuition fees and charges will be issued by the school in the first week of each term and will be payable within fourteen (14) days of issue. Mastercard/Visa, EFTPOS, Direct Debit and BPay facilities are available.

2) Any arrangements to vary the terms of payment must be made with the finance secretary.

3) If payment is not received within seven (7) days of the due date, the following order of process will occur:
   - Reminder notices will be issued;
   - Letter or phone contact by the finance secretary, or interview with the principal.

4) Where accounts still remain unpaid after the due date and no appropriate arrangements have been made to pay the expected tuition fees and charges, regrettably, the account may be placed in the hands of the school’s debt collection agency, or other actions pursued.
TUITION FEES AND CHARGES BILLING AND COLLECTION PROCESS

Statements sent out, with payment due within fourteen (14) days from the issuing date.

Payment not received within seven (7) days of the due date.

Reminder notices will be issued.

Letter or phone contact by the finance secretary, or interview with the principal.

Regrettably, the outstanding account may be passed onto our school’s debt collection agency.
**Concessions**

In cases of financial hardship, the school will consider offering a concession on the tuition fee component. No enrolled child is excluded from St Joseph’s Tobruk Memorial School on the grounds of genuine inability of the family to pay tuition fees. However, Catholic schooling is not a free service. **All families are obliged to contribute to tuition fees and charges**, even if a concession is granted. **Concessions apply only to the tuition fee component of accounts.** Families must pay in full, the cost of all charges. Concession applications are accepted at the start of each year or when hardship within a family occurs. Concessions on tuition fees are not ongoing and applications must be resubmitted at the commencement of each new school year. Concessions are means tested in line with Federal Government Poverty Guidelines. The assessment takes all income into consideration, including wages, youth allowance, all other Centrelink payments, etc., as well as housing costs, e.g. rent or mortgage. Should financial circumstances favourably change, a family is obliged to contact the school immediately.

**Families leaving St Joseph’s Tobruk Memorial School**

Statements for tuition fees and charges are issued each term. If a family leaves the school, tuition fees and charges apply up to and including the term of departure.

An Enrolment Confirmation Fee of $160.00 applies for all new students. If a family has paid this amount and decides not to pursue enrolment at St Joseph’s Tobruk Memorial School, the enrolment confirmation fee is non-refundable.