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INTRODUCTION

The College fees and charges are managed by the College Board and are set to reflect the socio-economic status of the College community and to provide adequate resourcing of quality education. Fee increases are recommended by the Catholic Education Commission of WA (CECWA) each year as part of the budget process.

This Schedule of Fees and Charges should be read in conjunction with the College Fees and Charges Policy.

PAYMENT OF FAMILY FEE ACCOUNT

The College aims to provide the highest possible standards in education, equipment and facilities within the lowest possible fee structure and relies heavily on the prompt payment of fees. Your support in reducing the administrative time and costs in pursuing outstanding fees is greatly appreciated.

An invoice of your annual family fee account will be issued at the start of Summer Term. The invoice will itemise the total costs for the year and will assist you in budgeting for the year.

Parents will have three payment options:

1. Pay the account in full by 25 March 2016
2. Pay the account in four equal instalments on or before the first Thursday of each term i.e. Summer, Autumn, Winter and Spring Terms.
3. Pay the account by direct debit using one of the following:
   a. 10 monthly payments February - November commencing February 2016;
   b. 20 fortnightly payments commencing February 2016;
   c. 40 weekly payments commencing February 2016;

Payments are to be made to the Finance Office by cash or EFTPOS facilities are available. All credit cards are accepted except Diners Club and American Express.

As part of our financial responsibility, all Fees and Charges are to be paid in full within the school year they are accrued, to avoid debt accumulation during the years the student attends the College. You will be required to choose your preferred payment plan and the fee payments will be adjusted bi-annually to ensure your account is fully paid no later than Friday, 4 November 2016. Only after consultation with the Business Manager will a direct debit mandate with an alternative payment plan to those listed above be accepted by the College.
NOTICE OF WITHDRAWAL

Parents are required to give **ten weeks written notice during term time** if their child will not be attending or returning to the College. Failure to give such notice will result in a charge of one term's tuition fees in lieu of notice. No refunds will be provided where a student leaves at or after the end of Winter Term with no notice.

Where a student who leaves part way through the year and sufficient notice has been given the adjustment will be made to the Tuition Fees component only.

Where a student enters the College during the year, tuition fees will be charged on a pro-rata basis.

DIFFICULTIES WITH PAYMENT OF FAMILY FEE ACCOUNT

The inability to pay school fees shall never be the reason for the non-enrolment or the dismissal of any child from Holy Cross College. The College will always be sympathetic to genuine cases of need. Where parents encounter economic hardship in meeting the fee commitment they should contact the College Business Manager to discuss alternate arrangements. Evidence of annual income will be required as part of the discussion thus ensuring that all parents show maximum support for the College relative to their individual situations.

PAYMENT OF FEES AND COLLEGE TOURS

On occasions the College conducts overseas and inter-state tours e.g. the Camino de Santiago Europe tour and the Canberra/Sydney tour. Such tours are optional and students will not be permitted to apply to participate in these tours if family fees are in arrears. This rule will apply regardless of whether someone other than the parent is paying for the tour.
**HOLY CROSS COLLEGE FEES AND CHARGES CALCULATOR FOR 2016**

* Please note that the College Digital License, Resource Fee and any specialised programmes are not included in these figures.

<table>
<thead>
<tr>
<th>First Child 2016</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Year in 2016</td>
<td>Kindy</td>
<td>Pre Primary</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
<td>Year 4</td>
<td>Year 5</td>
<td>Year 6</td>
<td>Year 7</td>
<td>Year 8</td>
</tr>
<tr>
<td>Total Annual Fee Amount</td>
<td>1,505</td>
<td>2,188</td>
<td>2,258</td>
<td>2,258</td>
<td>2,258</td>
<td>2,258</td>
<td>2,318</td>
<td>2,483</td>
<td>5,093</td>
<td>5,163</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Second Child 2016</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Year in 2016</td>
<td>Kindy</td>
<td>Pre Primary</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
<td>Year 4</td>
<td>Year 5</td>
<td>Year 6</td>
<td>Year 7</td>
<td>Year 8</td>
</tr>
<tr>
<td>Total Fee Amount</td>
<td>1,059</td>
<td>1,392</td>
<td>1,462</td>
<td>1,462</td>
<td>1,462</td>
<td>1,522</td>
<td>1,687</td>
<td>3,818</td>
<td>3,888</td>
<td>3,763</td>
</tr>
</tbody>
</table>

| Third Child 2016                                       |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|--------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Student Year in 2016                                   | Kindy               | Pre Primary          | Year 1               | Year 2               | Year 3               | Year 4               | Year 5               | Year 6               | Year 7               | Year 8               | Year 9               | Year 10              | Year 11              | Year 12              |
| Total Fee Amount                                        | 903                 | 1,152                | 1,223                | 1,223                | 1,223                | 1,283                | 1,448                | 3,100                | 3,170                | 3,045                | 3,040                | 3,145                | 3,080                |

| Fourth Child 2016                                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|--------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Student Year in 2016                                   | Kindy               | Pre Primary          | Year 1               | Year 2               | Year 3               | Year 4               | Year 5               | Year 6               | Year 7               | Year 8               | Year 9               | Year 10              | Year 11              | Year 12              |
| Total Fee Amount                                        | 435                 | 435                  | 505                  | 505                  | 505                  | 565                  | 730                  | 945                  | 1,015                | 890                  | 885                  | 990                  | 925                  |

| Enter Amount 1st Child                                  |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|                                                        |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
| Enter Amount 2nd Child                                  |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|                                                        |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
| Enter Amount 3rd Child                                  |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|                                                        |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
| Enter Amount 4th Child                                  |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |

**ADD TOGETHER FULL FAMILY FEES**

$ __________________________

**FOR EXISTING FAMILIES ONLY.**

Do not forget to add any sum from your 2015 end of year Statement.

Choose your payment plan and divide your total family amount by the number of payments in that plan. Please enter this figure next to the chosen payment plan on your Direct Debit Form.

- **One Payment to be paid by 26 March 2016**
  - $ __________________________

- **4 Termly Payments**
  - $ __________________________

- **10 Monthly Payments**
  - $ __________________________

- **20 Fortnightly Payments**
  - $ __________________________

- **40 Weekly Payments**
  - $ __________________________

All fees and charges must be paid within the 2016 school year. Only by prior arrangement with the Business Manager will your direct debit form be accepted for payments other than the amounts stated on these fees. Holy Cross College will always be sympathetic to genuine cases of need.
The following fees and charges make up your family fee account for 2016.

APPLICATION FEE

$55.00

This is a non-refundable processing fee that is paid with the initial application for enrolment. The fee does not guarantee an enrolment interview or offer of a place but simply includes the student’s name on a waiting list with other students in that year of entry.

ENROLMENT DEPOSIT

$250.00

Where an offer of a place is made parents/guardians will be required to sign a Letter of Acceptance and Enrolment Agreement Forms and to pay a deposit to secure the place. The place will not be held until the deposit has been received by the College. This amount will be deducted from the family fee account in the year the student commences at the College. This is a non-refundable deposit should the application be withdrawn.

TUITION FEE

| Kindergarten (1\textsuperscript{st} Child) | $780.00 |
| Pre-Primary – Year 6 Student (1\textsuperscript{st} Child) | $1,196.00 |
| Year 7 – Year 12 (1\textsuperscript{st} Child) | $3,591.00 |

Family Discount on Tuition Fees:

<table>
<thead>
<tr>
<th>Student</th>
<th>Discount on Tuition Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd student</td>
<td>20%</td>
</tr>
<tr>
<td>3rd student</td>
<td>40%</td>
</tr>
<tr>
<td>4th student or more</td>
<td>100%</td>
</tr>
</tbody>
</table>

*Please note that if a student leaves during a school year, your fee discount for remaining siblings will be adjusted pro-rata.*

AMENITIES FEE

| Kindergarten – Year 6 | $310.00 |
| Year 7 – Year 12     | $595.00 |

This is an annual fee and is charged to each student. The Amenities Fee is used to cover the costs associated with each subject area and includes items such as consumables, resources, class photocopying, general stationery and provision for guest speakers.
## CURRICULUM ENRICHMENT FEE

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten – Pre-Primary Student</td>
<td>$65.00</td>
</tr>
<tr>
<td>Year 1 – Year 5 Student</td>
<td>$135.00</td>
</tr>
<tr>
<td>Year 6 Student</td>
<td>$300.00</td>
</tr>
<tr>
<td>Year 7 Student</td>
<td>$190.00</td>
</tr>
<tr>
<td>Year 8 Student</td>
<td>$320.00</td>
</tr>
<tr>
<td>Year 9 Student</td>
<td>$195.00</td>
</tr>
<tr>
<td>Year 10 Student</td>
<td>$190.00</td>
</tr>
<tr>
<td>Year 11 Student</td>
<td>$295.00</td>
</tr>
<tr>
<td>Year 12 Student</td>
<td>$230.00</td>
</tr>
</tbody>
</table>

The Curriculum Enrichment Fee is used to cover the costs associated with any camps and other curriculum enrichment activities, excursions and day trips.

## BUILDING LEVY

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten (only child)</td>
<td>$200 per family</td>
</tr>
<tr>
<td>Pre-Primary – Year 12</td>
<td>$467 per family</td>
</tr>
</tbody>
</table>

Each family is required to contribute an annual levy towards the financing of new buildings and the debt servicing of our loans for existing buildings. This covers a small proportion of the total debt servicing of the College as it is heavily subsidised by all other Catholic schools through Co-responsibility Building Fund (CBF). As this is a compulsory levy, it is NOT tax deductible.

Please note that for families with siblings at the College you will be charged the levy applicable to your oldest child.

## BUS LEVY

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten – Year 12</td>
<td>$50 per family</td>
</tr>
</tbody>
</table>

Each family will be charged a bus levy which will be allocated towards the running costs of the College bus.

## COLLEGE ANNUAL

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten – Year 12</td>
<td>$40 per family</td>
</tr>
</tbody>
</table>

The College Annual is published each year and each family will be provided with a copy. Generally the Annual will be available early in the following year. Additional copies of the College Annual can be purchased for $40.
INFORMATION & COMMUNICATION TECHNOLOGY (ICT LEVY)

Kindergarten – Year 6
Year 7 – Year 12

$60 per student
$100 per student

The ICT Levy is an annual levy which contributes to the ICT infrastructure of the College and specialised hardware in the College.

LOCKER BOND

Year 5 - Year 12

$60.00 per student

All Years 5 to 12 students will be issued with a locker and combination lock when they commence at the College. The bond will be charged to the initial family fee account and $50 will be refunded when the student leaves provided that the lock and locker are in good condition. If students negligently damage or graffiti their locker or lose the combination lock an invoice will be issued for the repair or replacement of the lock.

SEPARATELY INVOICED FEES

DIGITAL LICENSE LEVY

Kindergarten – Pre Primary
Year 1
Year 2 – Year 4*
Year 5 – Year 6
Year 7
Year 8*
Year 9*
Year 10*
Year 11 – Year 12*

$ 13.00
$ 70.00
$ 20.00
$ 70.00
$190.00
$ 94.00
$ 98.00
$ 60.00
$ 20.00

The Digital License fee is payable for student’s digital texts and apps that are not included as part of a digital resource bundle. **This invoice is issued separately to the family fee account.**

*Please note that new students arriving at the College will be issued with adjusted levy amounts depending on the year group the student is joining. This is to accommodate the historic data required on entry to the College.

Payment of the Digital License must be made prior to the commencement of the Summer Term for your child to have access to the College digital network.
JUNIOR SCHOOL RESOURCE FEE

Kindergarten – Year 6 = $60.00

The Resource fee is a charge for the supply of materials for students in the Junior School. This invoice is issued separately to the family fee account.

Payment of your Resource Fee must be made prior to the commencement of the Summer Term.

STUDENT ACCIDENT INSURANCE

All students will be covered by a comprehensive accident insurance policy which is paid for within the amenities fees. The Policy Disclosure is available from the College Office. This policy should not be considered as a replacement for private health insurance. Parents are to contact the College Business Manager to make a claim.

SPECIALISED PROGRAMMES

OUTDOOR EDUCATION PROGRAMME

$105.00

Year 8 and 9 students who have elected to study Outdoor Education are required to pay a levy to cover the costs of activities undertaken in this course.

ONSITE PROGRAMME

$500.00

Students in Year 11 and 12 have the option to apply to join the Specialist ONSITE Programme. Please refer to the Curriculum Information Handbook for further information on the programme.
ASSISTANCE SCHEMES AVAILABLE

SECONDARY ASSISTANCE SCHEME (YEAR 7 – 12)

Families who hold one of the following cards are eligible for the Department of Education’s Secondary Assistance Scheme:

1. Health Care Card (family card – not student card)
2. Pensioner Concession Card
3. Veterans Affairs Card

This scheme only applies to students under the age of 18 years.

The scheme provides $235 assistance for eligible students and will be paid to the College against the family fee account. Application forms will be available early in Summer Term and must be submitted before closing date at the end of Summer Term.

A clothing allowance of $115 to assist with the purchase of uniforms is also available to students under the same conditions as Secondary Assistance. This allowance is paid directly to the family.

Application Forms will be available early in Summer Term and will need to be completed by the cardholder, in person, when applying. The card will need to be verified by one of the College staff who will sign the form as witness to the validity of the cardholder and the card.

Details of when to apply will be published on the College blog http://web.holycross.wa.edu.au/news/news.php during Summer Term.

Parent/guardians in receipt of the ABSTUDY School Fee Allowance are not eligible for the Secondary Assistance Scheme.

HEALTH CARE CARD TUITION FEE DISCOUNT SCHEME

This scheme assists all families that hold a current Family Health Care Card or selected Pensioner Concession cards that are valid during Summer Term.

Details of when to apply will be published on the College blog http://web.holycross.wa.edu.au/news/news.php during Summer Term.

The discount applies to Tuition Fee only – all other fees, levies and charges still apply. The quoted discounted Tuition Fee will include the $235 Secondary Assistance Scheme payment from the Department of Education. Sibling discounts will apply on the reduced fee.

Application Forms will be available early in Summer Term and will need to be completed by the cardholder, in person, when applying. The card will need to be verified by one of the College staff who will sign the form as witness to the validity of the cardholder and the card.

Benefit amounts are yet to be confirmed by Catholic Education Western Australia and may change to these published.
CHECKLIST

1. **Use the College fees and charges calculator** to calculate your Fees and Charges for 2016.

2. **Complete the Commitment Form** for fees choosing your preferred payment option and return to the College Office by **Wednesday, 9 December** (*Direct Debit Form to be returned, if applicable*)

Only after consultation with the College Business Manager will you be eligible for payment amounts that do not meet the criteria of full payment being made by the end of 2016.

3. **Digital License and/or Resource Fee** payment to be made to the College Finance Office **no later than Friday, 29 January**.

If you require any assistance or to make alternative arrangements with your fees and charges please send your enquiry via e-mail to **fees@holycross.wa.edu.au**