



St. Andrew's Grammar

St. Andrew's Grammar is a co-educational school and is run under the Auspices of the Hellenic Community of WA Inc.

Schedule of Fees 2018

ENROLMENT APPLICATION

An application for enrolment can only be registered if the Enrolment Application form is completed and \$50.00 (inclusive of GST) paid. This fee is paid once only per child. The fee covers administration expenses and is non-refundable.

ACCEPTANCE FEE

This is a fee payable once only per child. The fee of \$500.00 is payable on the acceptance of a place offered in the School. The fee is non-refundable.

COMPULSORY KINDERGARTEN AND PRE-PRIMARY REFUNDABLE DEPOSIT

A refundable deposit is charged to all new Kindergarten and Pre-primary students of \$1,000 per child payable by new families on acceptance of a place in the School. This fee is only applicable to new families enrolling their child in Kindergarten and Pre-primary and it is invoiced when the child starts school.

This is non refundable until the child reaches Year One and remains enrolled in the School in Year One. It is then offset against the Year One Tuition Fees and Year Two Tuition Fees by \$500 per annum.

TUITION FEES (**Below does not include levies**).

	Annual	Overseas
Kindergarten (Part-time)	\$4,314	\$14,094
Kindergarten (Full-time)	\$6,054	\$16,310
Pre-primary	\$5,346	\$15,180
Primary School (Year 1-5)	\$5,346	\$15,180
Primary School (Year 6)	\$5,464	\$15,310
Secondary School (Year 7)	\$5,697	\$15,566
Secondary School (Year 8)	\$5,905	\$19,216
Secondary School (Year 9-12)	\$6,119	\$19,449

Tuition Fees will be invoiced annually with payments due over three instalments for existing families. All new families need to go into a direct debit arrangement of 10 Monthly or 20 Fortnight payments, existing families can opt to pay school fees via this method should they wish too. These are February, May and August within 28 days of receipt of a statement

There are three payment options:-

1. Payment of the Account in full by 28 February 2018
2. Payment by three installments due on 28 February, 29 May and 28 August 2018
3. Payment by ten monthly or twenty fortnightly installments – initial set up fee is applicable
4. Dishonored payment will incur a \$95.00 admin fee

Your completed Payment Option form is to be returned to the Finance Officer by 06 February 2018 and first payment must be received by 28 February 2018. The final payment is expected by 30 November 2018. Any account remaining outstanding after this date will be referred to our debt collection agency.

Please note: Previous payment arrangements cannot be assumed as continuing and must be negotiated by the commencement of each year.

If no arrangements are made for payments and fees are late, a penalty of 15% per annum will be applied on the outstanding amount on a daily basis.

The Fees include most excursions and School activities (excluding swimming lessons, specialist excursions, School camps and tours).

Additional fees will apply for the School Diary \$25.00 and the School Year Book \$50.00. These fees will be invoiced with the February school fee account and will be due and payable in that period.

CAMP & EXCURSION FEES

Camp and excursion fees will be fixed each year according to costs associated with this activity. Parents will be invoiced in the relevant term's Fees. Please note that these fees will be due and payable promptly.

CAPITAL LEVY

This levy operates to help fund the building program of the School and funds are used for Capital purposes only. Capital Levy will be \$250.00 per child or \$500.00 for two or more children in the same family. This levy is not tax deductible

DISCOUNTS

Standard discounts on Tuition fees only, are:

- 20% for 2nd, 27½% for 3rd and 35% for 4th and subsequent children attending the School at the same time.
- 5% for the payment of a full year's fees within 28 days of the commencement of Term 1.

FEE CONCESSIONS

The School Board is always mindful of parents with a genuine financial need. Parents seeking fee concessions will have to fill in a Concession Application Form and will then have a confidential interview with the Principal and the School Board. Concessions are negotiated on an annual basis at the beginning of each year.

FEES COLLECTION

The School Board reserves the right to alter all school fees and discounts. The school structure relies on the prompt payment of fees. Accounts are issued in advance each year and are payable via a number of options as listed. Parents who believe that they will be unable to make sufficient payments to pay off their accounts by end of term four must make arrangements with the Finance Officer prior to the commencement of the school year. The School is supportive of families who find themselves in difficult circumstances.

In justice to families who pay their school fees regularly and on time, the School will rigorously follow up all overdue school fee accounts. In cases where reminder notices are persistently ignored or arrangements to meet the arrears are not met, the accounts will be referred for legal action to recover the amount outstanding. Any costs associated with legal collections of fees will be added to the account.

Payments by AMEX, Bankcard, Mastercard and Visa will incur a 1.5% credit card fee. Payments by direct debit can be established and forms are available from the Finance officer at Hellenic Admin Office.

NOTICE OF INTENTION TO WITHDRAW

A full school term's notice in writing to the Principal is required of the intention to withdraw a student from the School. Failure to do so will necessitate the charge of one quarter of the annual Tuition Fee.

MUSIC TUITION

Students may choose to learn a particular musical instrument during school time. Peripatetic External tutors are available. Payments are made by parents directly to the tutor. Please contact the School office for further information.

PARENTS AND FRIENDS LEVY

The levy operates to help the fund raising efforts of the Parents and Friends Association and is subject to change from time to time. Currently the Parents and Friends Levy is at \$125.00 per family per year.

SWIMMING FEES

Swimming fees will be fixed each year according to costs associated with this activity. Parents will be invoiced on the School Account.

UNIFORM EXPENSES

All uniform items are available from the Uniform Shop. Prices are subject to change and monies are to be paid on collection of items.