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College Fee Information

Your first statement will be issued by **Week 4, Term 1**. **Terms 2 and 3 statements will be sent in Week 1. Statements are not issued in Term 4**. The statements are sent home by email by default, statements will only be posted if no email is available. Please ensure your email and address details are up to date and you notify us of any changes immediately. The email will contain the following sender information: hml-finance@mn.catholic.edu.au. The Subject will always include 'St Francis Xavier's College Fee Statement'. Please ensure that this does not go directly to your spam account. It is your responsibility to ensure you receive the statement. If you do not receive an email please contact the Finance Office immediately. Payment of your account is required within **21 days of the statement date unless you are paying by regular instalments by either direct debit, BPay or QKR**. Items listed on the College Statement include: Tuition fees, Diocesan Family & School Building levy, Technology levy, Resource and Facilities fee, and Additional Cost Electives (if applicable to your student) and other course related costs for example work placement insurance. Year 12 Retreat is a **compulsory** part of the College ethos and a vital element in the spiritual development of students. The cost of these events will be billed in Term 1. As a result of this billing structure Term 1 School Fees will be more than Terms 2 & 3.

Excursions, events and additional activities will incur additional costs; letters advising the exact details will be issued throughout the year.

Payment Options:

QKR: Is available for fees payments (we encourage use of the app as this provides a secure payment method and is our preferred method of payment for all excursions and other activities)

BPay: Biller Code is **132340** and the Reference Number is the account number which is on your invoice/statement. (*BPAY is only available for fee payments*)

Instalments: payment plans are offered **commencing Term 1 only**. Your nominated deduction amount must finalise your account in full by the end of Term 4 for Year 11 students only. Year 12 School Fees **must be finalised by the end of Term 3**. If you wish to pay by instalments, a [St Francis Xavier's College Fee calculator](#) is available, alternatively please contact the Finance Office to assist you in calculating a weekly, fortnightly or monthly payment.

Credit Card / EFTPOS: The College accepts Mastercard or Visa only. Please be aware that if you are paying by credit card you can email, fax or post your credit card details to the College. An authorisation slip is provided at the bottom of your statement each term. Your signature is required to authorise payment.

In Person: Parents are welcome to pay directly at the Finance Office between 8.30am and 3pm. Students can only pay before the start of school and in their lunch and recess breaks.

Direct Debit: please contact the Finance Office.

Receipts: Receipts will be emailed to your nominated email address.

| Year 11 Fees | | | |
|--|------------------------|-----------------------------|------------------------------|
| 2017 College Fee Description | Yearly Amount | Billing Arrangement | Family or Student Fee |
| 2017 Tuition Fee <i>*family discount</i> | \$2502 | \$834 x 3 terms | Per Student |
| 2017 Diocesan Family & School Building Levy** | \$600 | \$200 x 3 terms | Per Family - Eldest Child |
| 2017 Resource & Facilities Fee | \$507 | \$169 x 3 terms | Per Student |
| 2017 Technology Levy | \$100 | \$100 paid in Term 1 | Per Family |
| 2017 Additional Cost Elective Course Fee | Refer student handbook | Course costs paid in Term 1 | Per Student |
| 2017 Work Placement Insurance-if applicable | \$20 | \$20.00 paid in Term 1 | Per Student |
| Diocesan Pastoral Contribution | | | |
| 2017 Voluntary Contribution | \$150 | \$50 x 3 terms | Per family |
| Year 12 Fees | | | |
| 2017 Tuition Fee <i>*family discount</i> | \$2502 | \$834 x 3 terms | Per Student |
| 2017 Diocesan Family & School Building Levy ** | \$600 | \$200 x 3 terms | Per Family - Eldest Child |
| 2017 Resource & Facilities Fee | \$405 | \$135 x 3 terms | Per Student |
| 2017 Technology Levy | \$100 | \$100 paid in Term 1 | Per Family |
| 2017 Additional Cost Elective Course Fee | Refer student handbook | Course costs paid in Term 1 | Per Student |
| 2017 Work Placement Insurance-if applicable | \$20 | \$20.00 paid in Term 1 | Per Student |
| 2017 Retreat (compulsory) | \$250 | \$250 paid in Term 1 | Per Student |
| Diocesan Pastoral Contribution | | | |
| 2017 Voluntary Contribution | \$150 | \$50 x 3 terms | Per family |

The Diocesan Family and School Building Levy is **a compulsory fee, a rebate is only applicable to families who contribute to the Parish Planned Giving. **As the levy is a compulsory fee it is not tax deductible.**

From 2017 a voluntary contribution of \$150 per family (\$50 per term) is being sought as a Diocesan Pastoral Contribution. ***Family Discount:** The Family Discount is applicable only to Tuition Fees, which will be applied to each child enrolled in a Maitland Newcastle Diocesan School.

| Number of Children Enrolled in a Maitland Newcastle Diocesan Schools | Discount Percentage applied to Tuition Fees |
|---|--|
| 1 Child Family | 0% |
| 2 Child Family | 10% |
| 3 Child Family | 20% |
| 4 Child Family | 40% |
| 5 Child Family | 50% |

Fee Concession: The College will assist those families who are experiencing genuine financial difficulties. Those families are encouraged to contact the Finance Office in December 2016 to request a Fee Concession form. **Any agreement reached is valid for the current year of application**, please contact the Finance Office at the start of each year. If your financial circumstances change during the year please make contact with the Finance Office as soon as possible in order for us to assist you in organising an agreeable payment plan.

Health Care Card or Pensioner Card – please provide a copy of your card details to the Finance Office as early as possible in 2017 for processing. This provides a rebate of 50% off your tuition fees, less any family discount applied.

If you have any queries regarding financial matters, please contact the Finance Office on 4961 2863, Monday to Friday, between 8.30am and 3.00pm