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College Fee Information

Fee statements will be emailed to the email address nominated by you for all correspondence. Please ensure your email and address details are up to date and 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, BPay, QKR or direct debit.

Term 1 statement includes

Tuition fees, Diocesan Family & School Building levy, Technology levy, Resource and Facilities fee, Additional Cost Electives (if applicable to your student) and other course related costs for example work placement insurance. Year 12 Retreat Fee (which is a **compulsory** part of the College ethos and a vital element in the spiritual development of students). Term 1 statement will therefore be greater than terms 2 and 3.

Term 2 and Term 3 statement includes

Tuition fees, Diocesan Family & School Building levy and Resource and Facilities fee.

Payment Options:

QKR: Is available for fee payments (we encourage use of the app as this provides a secure payment method and is the only method of payment for all excursions and other activities). Instructions are available on the College website. [QKR instructions](#) [QKR help notes](#)

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

Direct Debit: please contact the Finance Office.

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 [fee instalment 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. Payments can also be made over the telephone.

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.

Receipts will be emailed for EFTPOS, cheque and cash payments only.

Year 11 Fees			
2018 College Fee Description	Yearly Amount	Billing Arrangement	Family or Student Fee
2018 Tuition Fee ¹	\$2559	\$853 x 3 terms	Per Student
2018 Diocesan Family & School Building Levy ²	\$750	\$250 x 3 terms	Per Family - Eldest Child
2018 Resource & Facilities Fee	\$519	\$173 x 3 terms	Per Student
2018 Technology Levy	\$100	\$100 paid in Term 1	Per Family
2018 Additional Cost Elective Course Fee	Refer student handbook	Course costs paid in Term 1	Per Student
2018 Work Placement Insurance-if applicable	\$20	\$20 paid in Term 1	Per Student
Diocesan Pastoral Contribution			
2018 Voluntary Contribution ³	\$150	\$50 x 3 terms	Per family
Year 12 Fees			
2018 Tuition Fee ¹	\$2559	\$853 x 3 terms	Per Student
2018 Diocesan Family & School Building Levy ²	\$750	\$250 x 3 terms	Per Family - Eldest Child
2018 Resource & Facilities Fee	\$414	\$138 x 3 terms	Per Student
2018 Technology Levy	\$100	\$100 paid in Term 1	Per Family
2018 Additional Cost Elective Course Fee	Refer student handbook	Course costs paid in Term 1	Per Student
2018 Work Placement Insurance-if applicable	\$20	\$20 paid in Term 1	Per Student
2018 Retreat (compulsory)	\$250	\$250 paid in Term 1	Per Student
Diocesan Pastoral Contribution			
2018 Voluntary Contribution ³	\$150	\$50 x 3 terms	Per family

¹**Family Discount:** The Family Discount is applicable only to Tuition Fees, this is applicable to each child enrolled in a Maitland Newcastle Diocesan School.

²**The Diocesan Family and School Building Levy is a compulsory fee,** a rebate is applicable to families who contribute to the Parish Planned Giving. *As the levy is a compulsory fee it is not tax deductible.*

³**Diocesan Pastoral Contribution** was introduced in 2017 as a voluntary contribution of \$150 per family (\$50 per term) A preference form was included with the family discount form, please ensure you have completed and returned the form.

Number of Children Enrolled in 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 2017 for a confidential discussion. **Any agreement reached is valid for the current year of application.** 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 2018 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