



## **IMPORTANT INFORMATION ABOUT FEES**

**By accepting an offer of enrolment you are agreeing to pay school fees by the due date.**

**School fees are due on the first day of each term. Any account with a debit balance at the end of week 4 will incur a late fee of 4% (or 16% p.a.) added to the outstanding balance.**

### **PAYMENT OPTIONS:**

**The Hub/Portal** – You are able to pay fees online. Log on to the Hub and use the same login details to access the portal. From there you can view your school fee account, transaction histories and make payments.

**QKR!** Is an app developed by Mastercard that is handy for fee payments but is particularly useful for incidental payments such as food orders, sport and event payments. All lunch orders must be placed using the Qkr! app.

**BPay and Direct Debit** are useful options for families who prefer to make regular payments towards fees. Please contact the finance office to make direct debit arrangements and to work out what your weekly/fortnightly amount should be.

**Credit Card/Debit Card/EFTPOS** facilities are available and we are able to process most payments over the phone or in person. No surcharge is applied on this payment method.

**Cheque and Cash** payments are gladly accepted, however we no longer provide our bank account details for direct deposits.

**Edstart** is an organisation specialising in lending for education purposes. If an application is approved, they will pay Calrossy the amount of the invoice in full, while you make payments to them via agreed instalment. To apply online visit their website [edstart.com.au](http://edstart.com.au) or call 1300 139 445.

**If you experience difficulties meeting your financial commitments to the school please contact us as a priority to discuss your options.**

### **SPLIT BILLING OPTIONS:**

If you require split billing, we are able to invoice each parent (or other nominated party) a specific portion of their child's education costs. If this is applicable for your family; please contact the Finance Office for a confidential appointment.

### **NOTICE OF INTENT TO LEAVE:**

**One term's notice is required in writing for any student leaving Calrossy. If sufficient notice has not been provided, the enrolling parties will be charged a term's fee for each student. In the event of a student being asked to leave after the commencement of a term, full fees are payable for that term.**

### **DEBT RECOVERY:**

Any family with an account balance greater than one term's fee, risk their children's placement within the school being revoked and the debt will be forwarded to a collection agency for management. Any costs associated with the collection of the debt will be added to their existing school fee account. Students may be eligible for amended enrolment at Calrossy Anglican School pending approval from the Principal and Business Manager once the debt is cleared.

### **ADDITIONAL COSTS:**

Costs associated with extra-curricular sporting activities, health centre costs, collection costs incurred with unpaid fees, late fees, direct debit dishonour charges, non-returned text books, library books/equipment or wilful damage to school property may be added to your school fees account.

Non-compulsory activities such as ski trip or overseas tour must be paid in advance and cannot be added to the school fees invoice. Students with outstanding accounts or who are in receipt of bursary assistance are ineligible to attend.

### **BURSARY ASSISTANCE:**

Limited assistance is available to help families in genuine and temporary financial need. If you are experiencing financial hardship please download a bursary application form from the Calrossy website, complete it and return it to the Finance Office. Be sure to include all supporting documents so it can be properly assessed. Any family who receives bursary assistance will forfeit their enrolment bond. Submission of an application does not guarantee that assistance will be provided.