



## FEE SCHEDULE 2018

### ANNUAL TUITION FEES

Children's House (Part Time*)	\$7780
Children's House (Full Time)	\$8705
Primary (Years 1 – 6)	\$8105
Secondary (Years 7 – 9)	\$10665
Secondary (Year 10)	\$12410
Secondary (Years 11 – 12)	\$13535

### APPLICATION FEE

A non-refundable application fee of **\$130** is payable with a completed Application of Enrolment for school students.

### ENROLMENT AND ACCEPTANCE FEES

A non-refundable Enrolment Fee of **\$275** and a refundable Enrolment Deposit of **\$2000** is payable to accept the conditions of enrolment if the application is successful.

When a student is offered a place, a Conditions of Enrolment form is sent and required to be returned fully completed along with the Enrolment Fee and Enrolment Deposit within 7 days to accept the place offer.

### TUITION FEES

Annual tuition fees incorporate all components of the curriculum inclusive of compulsory curriculum based excursions, incursions, physical education, class music, art, languages etc. Camps, interm swimming, class booklists are invoiced separately. Tuition fees and associated levies as outlined in the fee schedule are payable in advance at the beginning of each school year. Please refer to the payment options. Tuition fees are billed annually, approximately four weeks prior to the commencement of the school year.

### FAMILY DISCOUNT

A discount is given to families on tuition fees for second and subsequent children attending Treetops. The discount is **15%** for the second child, **30%** for the third child and **45%** for fourth and subsequent siblings.

### BURSARIES

Short term bursaries may be available for families experiencing financial difficulties. Applications can be made to the Principal and remain confidential at all times.

### \* PART TIME CHILDREN'S HOUSE STUDENTS

Younger students in Children's House attend 5 morning sessions a week. Students who are four years old, and if they are ready, begin to add afternoon sessions to their day. Students who attend between 5-7 sessions are considered part time. Students who attend 8-10 sessions a week are considered full time.

### STATIONERY AND PORTFOLIO CHARGE

An annual stationery charge of **\$220** per student will be added to accounts annually.

### ICT LEVY

An annual ICT (Information and Communication Technology) levy of **\$115** per student will be added to accounts annually.

### CAPITAL LEVY

A capital levy of **\$535** per family will be added to accounts annually.

### SWIMMING FEES

In term swimming lessons will be invoiced separately and charged at the rate of **\$135** per student (excludes Children's House).

### CAMP FEES

Camps for Primary and Secondary students will be organised during the year and are a compulsory component of the school curriculum. These fees will vary and will be charged separately, with the school subsidising a portion of the travel costs. Primary camps usually cost between \$300 - \$380. Secondary camps between \$300-\$500 depending on location.

### EXTRA CURRICULAR ACTIVITIES

Extra curricular activities and private music tuition will be charged separately.

## PLAYGROUP

Playgroup is charged as a termly fee of **\$160** and there is a **\$25** Application Fee. There is no sibling discount for Playgroup.

## FAMILIES WITH SEPARATE HOMES

In the case of split families, both parents are jointly and severally responsible for the payment of any and all fees for the student in accordance with the Payment of School Fees Policy. Both parents will be invoiced the full fee amount and it will remain the responsibility of the parents involved to agree on their percentage. Duplicate invoices can be provided on request from the School Office.

## PAYMENT OPTIONS

There are two payment options for 2018 tuition fees:

**1.** One annual fee paid in advance and received in full by the school before school commences. An advance payment discount of 5% on tuition fees applies to this option. Payments can be made:

- By cheque made out to Treetops Montessori School;
- Via EFTPOS in the school office;
- Via credit card facilities in the school office or over the phone;
- Via direct credit to the school's bank account:

NAME: Beenong School Association T/A Treetops Montessori School

Commonwealth Bank

BSB: 066007

ACC: 00180582

**2.** Regular instalments as agreed with the School in a written payment plan, which is administered by FFA PaySmart on behalf of the School. There is a small administration fee charged and added to payments by PaySmart for each transaction. The fee depends on the frequency selected i.e. weekly (\$1.30), fortnightly (\$1.95), monthly (\$2.95) quarterly (\$3.95). Families can select any account type that allows direct debits i.e. Credit card (incl. Master/Visa/Amex/Diners), bank account, credit union or building society.

Any additional invoices received throughout the year will need to be paid separately to PaySmart. However, the PaySmart payment plan can be renegotiated to include any new invoices.

All fees and charges should be finalised by **31<sup>st</sup>October** of the school year. An administration fee of \$100 may be charged on accounts remaining overdue after this time.

## NOTICE OF WITHDRAWAL

One (1) full term's notice in writing must be given prior to the withdrawal of a student by the last day of the preceding term. If a student is withdrawn after this date, or without notice, one term's tuition fee is payable in accordance with the signed Conditions of Acceptance of Enrolment. Verbal notice is not accepted.

Withdrawing:	Notice Required By:
Term 1 Next Year	Last day of Term 3 of Previous Year
From Term 2	Last day of Term 4 of previous year.
From Term 3	Last day of Term 1
From Term 4	Last day of Term 2

## REFUNDS

The \$2000 Enrolment Deposit will be refundable upon the student completing Year 12, or after a full term's notice of withdrawal has been given in writing, and the School is satisfied that all monies owing for tuition and other levies has been paid in full.

Children's House students leaving the School as a result of an unsuccessful 6 week probationary period will receive a full refund of the \$2000 Enrolment Deposit but will be charged pro rata fees for the time spent at school rounded up to the end of the week in which a child leaves.

The Treetops School Board reserves the right to terminate the enrolment of any student for a new term if the preceding term's tuition fees have not been paid. Treetops will add to family accounts any charges, fees, dishonoured cheque costs, debt collection fees and legal costs acquired by various institutions for debts incurred.

*This schedule is for the 2018 school year and is subject to change for future years. Fees are subject to alteration from time to time as decided by the School Board and are to be paid in accordance with the current Payment of School Fees Policy.*

*Any queries regarding the Fee Schedule should be addressed in the first instance to the School Office:*

*[office@treetops.wa.edu.au](mailto:office@treetops.wa.edu.au)*