



12 November 2018

Dear Families

**RE: COLLEGE FEE SCHEDULE 2019**

Each year the College works hard to ensure financial stability while keeping fees to a minimum. Fees for 2019 have been kept to a minimum (see Fee Information and Schedule on our website) and have incorporated a small rise of 3.5%. This represents an increase of \$135.00 on the 2018 Year 7 fees and an increase of \$171.00 on the 2018 Years 8 to 12 fees. This increase has been ratified by the College Advisory Council and Mercy Education Ltd.

**GLOBAL FEE SCHEDULE 2019: per student**

Year 7	\$3986.00
Years 8, 9, 10, 11, 12	\$5021.00

***Global fees cover:***

- All school fees
- All year level camps
- Subject based excursions
- Use of a College owned laptop
- VET and VCAL subject costs

***Global fees DO NOT cover:***

- Uniforms
- Books
- Debutante Ball or College Ball
- Stationery
- Camps that require airline flights

A 5% discount will apply to all families who pay their fees in full by Thursday, February 28, 2019.

**FAMILY DISCOUNTS**

Please note: Students must attend the College concurrently and reside at the same address.

Second Child Discount	5%
Third Child Discount	10%
Fourth Child Discount	15%

**FEE PAYMENT**

The College offer various payment arrangements:

- Direct Debit (weekly, fortnightly, monthly, termly)
- Credit Card (monthly/termly)
- Direct Credit
- Account (per term)

We also accept cash, cheque and EFTPOS payments.

**New families:** All new families are invited to meet with Mr David Lim, Business Manager prior to the end 2018 to discuss payment options. Please contact the College on 5018 8000 to arrange an appointment.

**Existing families:** All existing payment arrangements from 2018 will be carried over into 2019. Should you wish to make any changes to your arrangements please contact either Mrs Bianca Alvey 5018 8076 or email [balvey@sjcmda.vic.edu.au](mailto:balvey@sjcmda.vic.edu.au) or Mrs Trudi Louchard 5018 8036 or email [tlouchard@sjcmda.vic.edu.au](mailto:tlouchard@sjcmda.vic.edu.au) to do so.

Please be advised that Fee Collection Day will take place on Thursday January 24, 2019 further information to come.

#### **FEE CONCESSION**

If you received a fee concession in 2018 this will not automatically carry forward for 2019. Any requests for fee concession for 2019 must be forwarded to the Business Manager, Mr David Lim. Please be aware that any concession request requires a current tax return and/or a Health Care Card to support your application.

It is our policy that financial hardship should not prevent any child from attending St Joseph's College because of a family's genuine inability to pay the required school fees. Any family experiencing financial difficulties is entitled to fee assistance; our Business Manager Mr David Lim will be able to discuss this with you in a sensitive and confidential manner.

#### **WITHDRAWAL OF ENROLMENT**

Should you wish to withdraw your child from the College, it is a requirement that written notice be given, with a minimum of one term's notice. This allows the College to plan ahead and ensure stability within the College.

When a full terms' written notice is given, a family will incur no additional fees beyond what they would normally pay for that term. However, if less than one terms' notice is given, the full terms' fees will still be payable.

#### **FEE RELATED QUERIES**

Should you have any further queries please contact Mrs Bianca Alvey or Mrs Trudi Louchard for assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'David Lim', with a stylized flourish at the end.

**Mr David Lim**  
Business Manager