



## SCHOOL FEES INFORMATION FOR 2019

### 1 2019 FEES

Section	Fees	Tuition	Technology Levy	Per Month over 10 months	Per Annum
Senior High	Years 11 – 12	\$4,330	\$500	\$483	\$4,830
Junior High	Years 7 – 10	\$4,010	\$500	\$451	\$4,510
Upper Primary	Years 4 – 6	\$2,980	-	\$298	\$2,980
Lower Primary	Prep to Year 3	\$2,870	-	\$287	\$2,870

#### ***Tuition***

Tuition fees include all compulsory school activities such as: subject costs (e.g. junior catering, woodwork); excursions and textbooks.

#### ***High School Technology Levy***

All High School students participate in the Laptop Program, which is funded by the Technology Levy. This is currently \$500 per student per annum. This program includes:

- Provision of fully programmed laptop
- Purchase and installation of software applications (including 24/7 monitoring and reporting software)
- Technical support and servicing
- Internet service at school

Please refer to the school website for more information regarding laptop damage and liability.

### 2 INVOICING AND DUE DATES

For ease of payment, the annual fee is split into 10 monthly invoices, due for payment on the first business day of each month between February and November each year.

Where students commence enrolment during an invoicing month, parents will be required to pay the full monthly payment. For example, Semester Two commences around the middle of July, and parents of new students will be invoiced the full amount for the month of July.

As a Not for Profit organisation, Toowoomba Christian College relies on the timely payment of school fees to meet our financial obligations and to continue to provide a high quality education for all students.

Month	Date Invoice Emailed	Due Date for Full Payment of Invoice
<b>February</b>	Tuesday 15 January 2019	Friday 1 February 2019
<b>March</b>	Friday 15 February 2019	Friday 1 March 2019
<b>April</b>	Friday 15 March 2019	Monday 1 April 2019
<b>May</b>	Monday 15 April 2019	Wednesday 1 May 2019
<b>June</b>	Wednesday 15 May 2019	Monday 3 June 2019
<b>July</b>	Friday 14 June 2019	Monday 1 July 2019
<b>August</b>	Monday 15 July 2019	Thursday 1 August 2019
<b>September</b>	Thursday 15 August 2019	Monday 2 September 2019
<b>October</b>	Friday 13 September 2019	Tuesday 1 October 2019
<b>November</b>	Tuesday 15 October 2019	Friday 1 November 2019

### 3 DISCOUNTS

If applicable, the following discounts may be credited to your account monthly for the 10 invoicing months:

#### 3.1 Sibling Discount

Number of Children Enrolled at TCC	Sibling Discount Per Annum	Per Invoicing Month
First child	No discount	No discount
Second child	\$400	\$40
Third child	\$800	\$80
Fourth child +	No tuition fees are payable for the fourth child and subsequent children.*	

\* The Technology Levy is still charged for fourth child and subsequent children in High School.

#### 3.2 Early Payment Discount

Where the full balance of the monthly invoice is paid by the Due Date, an Early Payment Discount will be credited to the account as follows:

Number of Children Enrolled at TCC	Early Payment Discount Per Invoicing Month
1 child	\$5
2 children	\$10
3 or more children	\$15

### 4 FEE ASSISTANCE

The College has a policy whereby families experiencing genuine financial hardship can apply for short-term or temporary Fee Assistance. Please contact the Accounts Officer for more details and an application form.

### 5 DONATIONS

#### *Library Fund*

Donations to the Library Fund are optional and tax deductible (for gifts of \$2 or more). These donations are used to resource our Library.

### 6 OTHER FEES AND CHARGES

#### 6.1 Enrolment Fee

A non-refundable fee of \$250 is required to confirm an enrolment and is payable upon acceptance of an offer of enrolment. Each family only pays this fee once.

#### 6.2 Externally Delivered Electives

The tuition costs for these subjects vary. Please refer to the school's website for further information.

#### 6.3 Replacement Costs for Lost Items

When an item becomes lost or damaged, the following fees may be charged for a replacement:

Item		Amount
Diary	Primary/High School	\$12
ID Card	High School	\$10
Locker Key	High School	\$7
Lock	High School	\$50

## 6.4 Termination Fee

### ***Students departing during the school year***

The school requires at least one term's notice in writing of a student's departure date. Failure to meet this obligation may result in fees for the following term being charged, at the discretion of the Principal.

### ***Students departing at the end of the school year***

The school expects notice in writing before the end of Term 3 if a student is leaving at the end of the school year. Failure to meet this obligation may result in the fees for the first term of the following year being charged, as resourcing plans for the next year will be in place by then. The decision on this charge will be at the discretion of the Principal.


## 7 PAYMENT OPTIONS FOR SCHOOL FEES

There are a number of payment options available to parents:

- **BPAY**

This is the School's preferred payment method.

The School's BPAY Biller Code and your CRN are listed on your fees invoice.

	TCC's Biller Code: 256149 CRN Reference: Please use your 7-digit BPAY CRN, as listed on your invoice
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- **Internet banking transfer**

Bank:	Westpac Bank
BSB:	034 221
Acct:	91 22 28
Acct Name:	Toowoomba Christian College
Reference:	Please quote your Debtor Code, as listed on your invoice. Eg TRAVJ001

- **Authority to Charge Credit Card**

Parents can authorise Toowoomba Christian College to charge their Credit Card at regular intervals by completing an *Authority to Charge Credit Card* form. Please contact our Accounts Officer for more details and a copy of the form.

- **Cash, Credit or Debit Card at College Reception**

Payments by cash or card can be made at College Reception and receipts will be issued. Reception staff can also take credit card payments over the phone.

### **INSTALMENT PAYMENT PLANS**

Rather than paying the whole amount invoiced in one payment by the due date, the following options are available to pay by instalments. Please contact our Accounts Officer.

- Weekly instalments over 40 weeks, commencing 7 January 2019
- Fortnightly instalments over 20 fortnights, commencing 15 January 2019
- Further instalment payment plan options may also be available.

## 8 FURTHER INFORMATION

### 8.1 Student Accident Protection Plan

All students are covered by the school's [Accident Protection Plan](#) which gives 24 hour-a-day, worldwide coverage to all full-time students at Toowoomba Christian College for most accidental injury during school-related activities.

### 8.2 Text Book Hire

A text book hire system operates for students in Years 7 - 12. This allows students to borrow text books from the school for the year without parents having to go to the expense of purchasing them. The text book hire system is funded by the State Government Text Book Allowance and is paid directly to the school. This allowance also contributes towards licensing for electronic textbooks. Please note that the full price of a replacement text will be charged if hired items are not returned or are returned in poor condition.

### 8.3 Overdue Accounts

All accounts are expected to be paid in full by the due date. If you are unable to make payments to cover the outstanding balance, on or before the due date, please contact the Accounts Officer, Mrs Shelley Traves, to discuss possible arrangements. Overdue accounts will be dealt with in accordance to the School's *Debtor Policy*.

**Accounts Officer**

Mrs Shelley Traves

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