



# BALLARAT GRAMMAR

## BUSINESS NOTICE/FEE SCHEDULE 2018

### PAYMENT OF SCHOOL ACCOUNTS

For ease of payment, the Annual Tuition and Boarding Fee is rendered in four equal instalments. **Please note that payment of the School Account is required prior to the commencement of the relevant term. Alternate arrangements where fees are payable by regular direct debit instalments are available. Please contact the Accounts Department should you require further information. A student will not normally be allowed to commence a new term whilst any School Account remains unpaid.**

A term's notice in writing must be given to the Headmaster prior to the removal of a student, otherwise one fourth of the total annual amount will be charged. Any change from Boarder to Day status or vice-versa requires the prior permission of the Headmaster following a request giving at least a term's notice.

Cheques to be made payable to Ballarat Grammar. Payment can also be made via MasterCard, Visa, BPay or direct debit.

### SCHOOL FEES

Year Level	TUITION Per Term	Annual Fees
CEEd	<i>See Separate Schedule</i>	
P	\$1,675	\$6,700
1	\$1,765	\$7,060
2	\$1,910	\$7,640
3	\$2,245	\$8,980
4	\$2,560	\$10,240
5	\$2,710	\$10,840
6	\$2,830	\$11,320
7	\$3,335	\$13,340
8	\$4,080	\$16,320
9	\$4,270	\$17,080
10	\$4,855	\$19,420
11	\$4,955	\$19,820
12	\$4,955	\$19,820

Year Level	BOARDING Per Term	Annual Fees
7	\$2,305	\$9,220
8	\$2,535	\$10,140
9	\$3,000	\$12,000
10	\$3,935	\$15,740
11	\$4,365	\$17,460
12	\$4,365	\$17,460

### COMPUTER EQUIPMENT

Ballarat Grammar provides access to computer equipment across the campus without extra charge. Volume charges will apply for print, copy and data usage above allocated levels.

### NETBOOK LEVY

A \$120 per term NetBook Levy will apply for students in Years 7 to 12 which contributes towards the provision and support of a NetBook device, software and associated network infrastructure. Parents may be eligible for tax deductions for the Levy. Insurance is provided on NetBook devices and where applicable, an excess will be charged to the School Account for claims made that are not covered by warranty. The amount of the excess and further detail are in the PNP Contract.

### CITY CITE (Melbourne Experience)

The above fees cover the cost of school facilities and programs for Year 9 students who will spend three weeks at City Cite. These fees do not include cost of accommodation and meals at the City Cite. Boarders will receive a rebate of \$250 if accommodation and meals are not required in Ballarat during these weeks.

### MUSIC FEE

Sessional teachers charge on a basis of \$35.40 for a half-hour lesson.

### VET STUDIES

Students undertaking a VET subject through the Highlands LLEN in the Senior School are eligible for a subsidy to reduce the cost of this program. An amount equivalent to 75% of the course fee to a maximum of \$2,000 will be contributed by Ballarat Grammar. Where a student is completing two VET subjects, the subsidy will be equivalent of 75% of each course fee to a maximum of \$3,000 across both courses. The balance is payable via the School Account.

### LATE PAYMENT

A Late Payment Fee of 1.5% per month will be charged on accounts not paid by the commencement of each term. This fee may be varied where prior arrangements have been made with the Director of Finance for Direct Debit instalments. The School reserves the right to enter legal proceedings and issue caveats over property held by those legally responsible for payment, where it is deemed to be necessary by the Finance Committee. Parents experiencing difficulties with payments are encouraged to contact the Accounts Department or Headmaster.



## CONCESSIONS

### Sibling Rebates

A reduction in Tuition Fees will be applied where two or more siblings of the one family attend the School concurrently, to a maximum of 45%. Rebates are, for *first* sibling, nil; *second* sibling, 15%; *third* sibling, 30%; *fourth* and subsequent siblings, 45%. A reduction of 10% of Boarding Fees will be applied to the second and subsequent siblings of the one family boarding at the School concurrently.

### Scholarships and Bursaries

It is conditional for continued tenure of Scholarships and Bursaries that the School Account remains within the above terms for payment of School Accounts.

### Fees Paid in Advance

A discount against the Fees is given for amounts paid in advance as at the first day of each term. The 2018 discount rates are as follows:

Nil less than \$1,000  
4.0% per annum on the amount in excess of \$1,000  
*These rates are subject to change with one term's notice.*

## INSURANCE - PERSONAL & PROPERTY

Ballarat Grammar accepts no responsibility for damage or loss of personal property (including students' personal effects, computers, bikes, and motor vehicles on site). Nevertheless, the School naturally takes due care to prevent such loss. Similarly, students are **not** automatically covered by Student Accident Insurance. Parents are strongly advised to make their own arrangements for suitable private health cover.

## LAUNDRY FEE

The Boarding Fee incorporates a standard fee for Laundry. However, where standard volumes and cleaning requirements have been exceeded, excess costs will be charged to individual students' accounts.

## APPLICATION FEES and ADMISSION DEPOSIT

The Application Fee is \$100 per child (non-refundable). This fee is to offset the administrative costs associated with enrolments. Following an offer of a place at the School, a NON-REFUNDABLE Admission Deposit is payable to secure this enrolment. This is a family deposit for the first child entering the School and is normally due by 30 June prior to commencement, or within two months of the offer of enrolment (unless alternative special arrangements are in place). Deposit for entry into the Junior School is \$3,000 and Senior School \$5,000. The deposit will be credited towards the first term's fees for the new entrant, and will also qualify for the Fees in Advance Discount as detailed above.

## EARLY ACCEPTANCE PROGRAM

Ballarat Grammar offers an Early Acceptance Program for admission to Prep. Upon acceptance of a place in the Early Acceptance Program, a strictly non-refundable deposit of \$1,000 is payable to secure the child's place in their respective Prep year. This deposit will be fully credited to the child's Term 1 Prep Fees. An additional \$500 will be contributed by Ballarat Grammar upon commencement. An application to the Early Acceptance Program can be made any time from the birth of the child to 12 months prior to entry. Application can be made via the Admissions Office and the offer of a place in the Early Acceptance Program is at the discretion of the School. This is encouraged to assist Ballarat Grammar with future planning.

## FEE PAYMENT PROTECTION

The Ballarat Grammar Foundation operates a Fees Trust, which provides for payment of school fees on the death or total incapacity of a fee-paying parent. The protection also provides for fee refunds where a student is absent from the School for more than two consecutive weeks because of illness or accident. Full details are available on request. This cover is charged at a flat rate of 2.5% of total fees and is highly recommended.

*Please note that a reversal of this charge can only be applied in advance, prior to the commencement of cover. No reversals are able to be applied to terms for which cover was operating. Please ensure that you have notified the School in writing should you no longer wish to have this cover.*

## FEES DURING A PERIOD OF ABSENCE

Fees during a period of absence are addressed in the Parents' Charter which is available on the Portal.

## VOLUNTARY BUILDING FUND

A non-compulsory Tax-Deductible Building Fund Donation of \$50 per term is shown on each family's statement. A receipt for tax substantiation is available upon request. The contribution, which most families make to this fund, helps to ensure that children at Grammar will continue to enjoy the best possible educational facilities.

*Please note that reversal of Donations can only be applied to current and future terms, because these donations are forwarded to the Foundation each term.*

Ballarat Grammar appreciates the substantial commitment which parents make in committing to pay school fees and is intent on making payment procedures as convenient as possible.



Peter Hunt  
Business Manager

November 2017