

School Fee Schedule 2022

Tuition Fees	Annual	Per term
Pre-Kindergarten x 2 days	\$9,481	\$2,370
Pre-Kindergarten x 3 days	\$14,221	\$3,555
Kindergarten x 3 days	\$8,615	\$2,154
Kindergarten x 4 days	\$11,486	\$2,872
Kindergarten x 5 days	\$14,358	\$3,589
Pre-Primary	\$12,962	\$3,241
Primary Years 1-6	\$11,741	\$2,935
Other Charges		
Application Fee	\$300	Per Student
<i>An Application Fee per student is to be submitted with the Application Schedule.</i>		
Refundable Bond	\$1,600	Per Student
<i>A Bond is to be paid per student, once a letter of offer has been received.</i>		
Enrolment Fee (Excluding PK & K)	\$2,500	Paid once per family for Pre-Primary to Year 6.
<i>An Enrolment Fee is to be paid once per family before the student commences Pre-Primary. (Or for any new families arriving in any years above Pre-Primary.)</i>		
Late Payment Fee	\$50	
Administrative Fee	\$50	

Camps Year 1 to Year 5, the approximate cost is \$150 to \$250 per camp. The Year 6 group is involved in fundraising activities towards the more extensive Year 6 Camp. Booklists are issued for each year group. These are available on the school website.

Application and Enrolment

- **The Application Fee** is payable on each individual application. Offers of enrolment are made as places become available and the Refundable Bond is required to complete the enrolment.
- **The Enrolment Fee** applies once only per family.
- **The Enrolment Fee** is required for students entering Pre-Primary to Year 6 and for Quintilian Kindergarten students moving to Pre-Primary. **Families may choose to pay the Enrolment Fee voluntarily at Pre-Kindergarten or Kindergarten if desired.**
- A reduction of 10% on the tuition component of the fees applies for a second child attending the school, and 15% reduction in fees for a third child.

Methods of Payment for School Fees

As a small school operating on a very finely tuned budget, Quintilian relies heavily on tuition fees. The school operates as a non-profit incorporated body. All fees go towards meeting operating costs.

School fees

There are three ways in which fees can be paid:

1. Full year's fees in advance paid at the beginning of first term. This attracts a 3% discount.
2. Each term's fees paid in full at the start of each term.
3. Two part payments of 50% of the term fees. The first payment being made at the beginning of term and the second being made by the end of the fifth week of term. This option attracts a \$50.00 administration fee

Direct Debit

Internet Banking Details:

BSB No: 016-112 ANZ Bank
 Account No: 4229-51244
 Account Name: Quintilian School Inc.
 Swift Code: ANZBAU3M (For international transfers)
Please use your CHILD'S SURNAME as a reference.

Credit card

Credit card payments are accepted from **Visa, Master Card and AMEX.**
 Credit Card and EFTPOS payments can be made at reception, or over the phone.
 A 1% surcharge applies for Visa and Master Card payments, added at time of payment.
 A 1.3% surcharge applies for AMEX payments, added at time of payment.

Cheques made payable to **Quintilian School** are accepted.

Note: If fees are not paid by the end of school Week 2, then a late fee of \$50 is charged. A further \$50 late fee will be applied to fees unpaid at the end of school Week 6. Fees still unpaid at the end of the term will attract an additional \$50 administration levy. If at any time families experience difficulties regarding the payment of their accounts, they should discuss their situation with the Bursar.

- **Fee invoices are issued electronically and it is the responsibility of parents to ensure that email address details are current at all times. It is essential that fees be paid promptly and in full.**
- Any parent wishing to vary the mode of payment must discuss this with the Bursar.
- Where any school fees and **other charges** from the previous term remain unpaid, a student may be refused admission to a new term at school. Any additional costs in re-covering of overdue fees will be charged to your account.

Bond Payment

A Refundable Bond is payable on enrolment for each student.

Parents/Guardians must provide **one school term's written notice of withdrawal of enrolment** prior to the first day of the relevant school term.

The bond will be returned only if the **written** notice of withdrawal of enrolment is given to the Principal and or Registrar in this timeframe.

Withdrawal prior to the ending of a term

No pro-rata fees reduction for early withdrawal will be considered. However, if a parent provides the required notice of one term in advance, then pro-rata attendance for additional weeks, up to a maximum of two (2) weeks may be granted. For periods greater than two weeks, the full term's fees must be paid in advance, before the start of the term, other than in the event of illness or accident.

Temporary Withdrawal of Students

A school policy has been approved by the Board to accommodate instances where students are withdrawn on a temporary basis from the school. There has always been broad support at Quintilian for families taking advantage of opportunities to travel or work away from Perth temporarily. It is; however, the case that the school needs to retain a reasonable level of fee income. In order to accommodate both of these areas the following guidelines have been set:

- Parents are required to give **one term's notice in writing of their intention to withdraw students on a temporary** basis from the school.
- A holding fee of 35% of each full term's fees will be charged for each term students are withdrawn and the full amount must be paid in advance.
- The minimum period of absence required to qualify for a holding fee arrangement will be one full term and the maximum will be a full year.

With regard to the enrolment of _____
Student's full name

I / we have read and agree to abide by the general regulations and policy documents referred to above. We agree to accept jointly and severally responsibility for the payment of all fees incurred.

Full name of Mother or Guardian: _____

Mother or Guardian signature: _____ Date: / /

Full name of Father or Guardian: _____

Father or Guardian signature: _____ Date: / /

Please retain a copy of this schedule for your records.

