

FEES & BUSINESS REGULATIONS

2024 LOCAL FEES

Year Level	Gross Tuition Fee AUD\$	Less Commonwealth Funding AUD\$	Less State Funding AUD\$	Net Tuition Fee AUD\$	Composite Fee AUD\$	Total Fees Payable 2024 AUD\$	Total Fees 2024 AUD\$ If Paid in Full by 15 October 2023
ELC 3 (5 days)	\$26,050	-	-	\$26,050	\$575	\$26,625	\$26,104
ELC 3 (3 days)	\$17,377	-	-	\$17,377	\$575	\$17,952	\$17,604
ELC 3 (2 days)	\$11,462	-	-	\$11,462	\$575	\$12,037	\$11,808
ELC 4 (5 days)	\$26,050	-	-	\$26,050	\$575	\$26,625	\$26,104
ELC 4 (3 days)	\$17,377	-	-	\$17,377	\$575	\$17,952	\$17,604
Foundation (Prep)	\$29,465	\$6,675	\$1,040	\$21,750	\$675	\$22,425	\$21,990
Year 1	\$29,465	\$6,675	\$1,040	\$21,750	\$675	\$22,425	\$21,990
Year 2	\$29,465	\$6,675	\$1,040	\$21,750	\$675	\$22,425	\$21,990
Year 3	\$32,565	\$6,675	\$1,040	\$24,850	\$1,250	\$26,100	\$25,603
Year 4	\$32,565	\$6,675	\$1,040	\$24,850	\$1,250	\$26,100	\$25,603
Year 5	\$35,215	\$6,675	\$1,040	\$27,500	\$2,000	\$29,500	\$28,950
Year 6	\$35,715	\$6,675	\$1,040	\$28,000	\$2,000	\$30,000	\$29,440
Year 7	\$39,215	\$6,675	\$1,040	\$31,500	\$2,450	\$33,950	\$33,320
Year 8	\$39,715	\$6,675	\$1,040	\$32,000	\$2,450	\$34,450	\$33,810
Year 9	\$41,465	\$6,675	\$1,040	\$33,750	\$3,000	\$36,750	\$36,075
Year 10	\$41,715	\$6,675	\$1,040	\$34,000	\$3,000	\$37,000	\$36,320
Year 11	\$43,415	\$6,675	\$1,040	\$35,700	\$2,450	\$38,150	\$37,436
Year 12	\$43,415	\$6,675	\$1,040	\$35,700	\$2,450	\$38,150	\$37,436

TERMS & CONDITIONS

Registration

A student's name will be registered as an applicant following the receipt of the Application for Enrolment Form and the payment of the Registration Fee of AUD\$100.00. This fee is applicable at all levels - ELC to Year 12. It covers administrative costs and is non-refundable.

Enrolment

An Enrolment Confirmation Fee and a Holding Fee are payable following the offer of a place. The Enrolment Confirmation Fee of AUD\$1,000.00 confirms the offer of enrolment at a particular year level and is non-refundable. This fee covers administrative costs in relation to the processing of the enrolment. The Holding Fee of AUD\$1,000.00 provides evidence of intention that the student will commence at the school. The Holding Fee will be applied against instalment 4 in the year in which the student commences at the school. In the event the student does not commence at the school in the year in which the place was confirmed, the Holding Fee will be forfeited.

In order to secure your child's place in Foundation, a deposit of AUD\$2,000.00 is payable in ELC 4, payable with instalment 2. The deposit will be applied against instalment 4 in the Foundation year. Deposits are non-refundable and non-transferable to other year levels should your child not continue through to the end of Foundation.

Depending on level of entry and level of English, a student may be required to sit an English assessment test. Enrolment at the school is subject to achieving a satisfactory standard of English.

Enrolment at CGGS is subject to the parent/s or guardian/s accepting an offer of enrolment by signing the terms and conditions of the Enrolment Agreement.



During the course of your child's enrolment, parent/s or guardian/s are required to inform the School of any change to their contact details, and any relevant information concerning their child, such as:

- reports or assessments pertaining to the student's learning, medical, physical, social and psychological needs
- any change in family circumstances which may affect the student's life at school
- any Court orders that may impact on the student

Parent/s or guardian/s are responsible for ensuring the ongoing accuracy and currency of student and family information provided to the School.

Deferral of Enrolment

Enrolment may be requested to be deferred for entry in a later year following an acceptance of a place but does not guarantee that a place will be available at that time.

Leave of Absence

If a student enrolled at the School requests a leave of absence, their place will be held for no more than two years from the requested date. All requests are to be in writing to the Principal. A Leave of Absence (LOA) Fee applies upon acceptance of the request. Upon the student's return to the School, the LOA Fee will be credited against future tuition fees. In the event that the student does not return to the School, the LOA Fee will not be refunded.

Withdrawal of a Student

If a student is withdrawn, the Principal must be notified in writing a full term's notice in advance. Failure to give the required notice will result in the requirement to pay a term's fees (including any statutory levies). Where a student is withdrawn at the end of the year, notice is required by the first day of Term 4. The School reserves the right to cancel enrolments.

Fees

- 1) The School will render its accounts four times a year, payable at the beginning of each term, one term in advance. The first payment is due on 15 October for commencement in the following year.

Accounts are payable on the: 15 October / 15 February / 15 April / 15 July each year.

Co-curricular (for example private music tuition or private speech and drama tuition) are invoiced in April and July.

Payments by monthly direct debit are processed in 12 equal instalments on the 15th of each month (October 2023 to September 2024), unless otherwise agreed, in writing.

- 2) Where fees remain unpaid by any due date, a late fee of up to AUD\$100.00 will be charged. This fee will be charged each 30 days that the account is outstanding after the due date. Also, where fees are not up to date, a student may not be permitted to undertake co-curricular activities such as music, interstate and overseas trips.
- 3) A 10% reduction of the Net Tuition Fee is available for the second sibling and a 15% reduction for subsequent siblings attending concurrently. This discount is not available to families who receive other financial benefits from the School e.g., scholarship recipients.
- 4) A 2% reduction of the Net Tuition Fee is available when the full year's payment is made at the commencement of the billing period by 15 October 2023.
- 5) A 10% reduction of the Foundation Year Net Tuition Fee is available when an ELC enrolment progresses to Foundation.
- 6) Any credit card or direct debit payment which is declined by the bank for any reason, may attract an administration fee of AUD\$75.00.

The School may not permit a student to attend classes when fees remain outstanding.

The Principal may authorise particular expenditures (for example medical or school materials) to be charged to the student's account which will form part of the fees payable.

A proportion of funds or fees collected by the School may be used to support the operation of the Early Learning Centre.

Composite Fee

The Composite Fee is intended to cover the majority of excursions, camps, technology, student accident insurance, the School Diary, the Marcian and School Photographs. Some costs that are not applicable to all students in a particular year level will continue to be charged separately. Examples include music tuition, tennis lessons, Art/Studio & Art/Graphics materials, theatre visits, interstate and overseas trips. The Year 12 Fee will also cover VCAA Fees and Alumni Membership.



Goods & Services Tax (GST)

GST is not charged on Tuition Fees and education related costs. Charges have been calculated on the basis that they are GST free. Other activities may attract GST.

Out of School Hours Care

Details of Out of School Hours Care can be obtained from Junior School Reception. The Out of School Hours Care program is managed by an external provider and additional charges apply for these programs. Payment is made direct to the provider.

Liability for Payment

Acceptance of an enrolment offer is acknowledgement that each signatory to the Enrolment Agreement is jointly and severally liable to the School for payment of all accounts. This applies even if the accounts are usually paid by one parent or guardian, and regardless of whether the accounts are addressed only to one parent or guardian. A parent or guardian of a child may not delay or refuse to pay an account on the basis that another parent or guardian of the child is responsible for payment of all or part of any account.

Termination of Enrolment

Refer to the Enrolment Agreement. In addition, the School reserves the right to exclude any student permanently or temporarily, at the sole discretion of the Principal, if this action is in the interest of the student or for the good of the School.

Privacy & Old Grammarians Database

Parent/s or guardian/s acknowledge that the School may from time to time collect personal information about parent/s or guardian/s and students before and during the course of a student's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling to the student and to enable them to take part in all the activities of the School, but is also relevant for the student's education, health, care, welfare and development.

All information is held within the terms of the School's Privacy Policy, Australian Privacy Principles, and the Privacy Act 1988 (Cth).

From time to time, the School engages in fundraising activities. Information received from the parent/s or guardian/s may be used to make an appeal to parent/s or guardian/s. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. The School will not disclose parent/s or guardian/s personal information to third parties for their own marketing purposes without the parent/s or guardian/s consent.

Information such as academic and sporting achievements, student activities and similar news is published in School communications, programs, records of achievement, newsletters and magazines, the School's website, and the School's social media channels. This may include publication in newspapers or other public media arranged by the School. Photographs, audio, video or other digital media of student activities may be taken for publication. The parent/s or guardian/s consent to the student being identified (including being named, photographed, recorded in audio, video or other digital media) in material used to promote the School unless the relevant Head of School is advised in writing that the parent/s or guardian/s do not give this permission. Written notice must be sent to the relevant Head of School by email.

No student image and corresponding name will be included in any advertising material or vehicle without parent/s or guardian/s consent. If the student leaves the School, the parent/s or guardian/s give permission for their name and address to be included on the Old Grammarians database. The primary purpose of retaining this information is to enable the School to inform the student about the School's activities and reunions, and to keep alumni members informed about other members. If you do not agree to this, please advise the School.

Changes to Terms & Conditions

Camberwell Girls Grammar School may prospectively amend these Terms & Conditions at any time, in part or in full, at the discretion of the School by providing notice of such amendments to parent/s or guardian/s by publication of the amendments via School approved communication channels or by any other such means as determined by the School.

Acceptance of Business Regulations

Each person signing the Enrolment Agreement agrees to the Terms & Conditions of these Business Regulations, subject to change.

These Terms & Conditions dated 1 October 2023 replace all previously issued versions and remain valid until subsequently updated.

If you have any questions or queries, please contact the Camberwell Girls Grammar School Business Office.