

# Schedule

## Fees and Charges 2020



### Conditions of Entry

Admission to Toorak College is conditional upon the Enrolment Agreement that includes the Terms and Conditions being signed by each Parent/Guardian being accepted and agreed to by the School. Together, the Enrolment Agreement, the Terms and Conditions and this Schedule (as amended from time to time) will form a legally binding agreement between each Parent/Guardian and the School (**Agreement**).

### Application Fee

A non-refundable fee of \$150 (includes GST) is payable when an Application for Enrolment is lodged by a Parent/Guardian. Multiple Applications may be accepted by the School for families up to a maximum of \$275 per family (**Application Fee**).

If a place cannot be offered, the student will be included on a waiting list without further fee.

### Endowment Fee

A non-refundable Endowment Fee of \$1,400 for the first child of the family and \$250 for each subsequent child is payable upon an Application for a place at the School being accepted. The Endowment Fee includes a compulsory membership fee to the School's Alumni Association, Toorak Collegians, which will become active when the student departs the School.

### Capital Development Levy

An annual fee of \$800 per family is applicable and is not included in the tuition fees (**Levy**). The Levy will be charged as an annual fee and will not be charged pro-rata for a part year of enrolment. The Levy is used to assist with improvement and upgrade of physical facilities and assets at the School.

### Tuition and Boarding Fees

Tuition fees are charged in three instalments per year, in January, April and July.

Year Level	x10 Monthly	x3 Instalments	Annual Fee
Pre School – 2 day program (3 year old only)	\$656	\$2,188	\$6,564
Pre School – 3 day program (3 or 4 year old)	\$985	\$3,283	\$9,849
Pre School – 4 day program (3 or 4 year old)	\$1,313	\$4,375	\$13,125
Pre School – 5 day program (3 or 4 year old)	\$1,640	\$5,468	\$16,404
Prep to Year 2	\$1,595	\$5,316	\$15,948
Year 3	\$1,913	\$6,377	\$19,131
Year 4	\$2,302	\$7,672	\$23,016
Years 5 to 6	\$2,564	\$8,546	\$25,638
Years 7 to 8	\$2,702	\$9,007	\$27,021
Years 9 to 12	\$3,011	\$10,038	\$30,114
Boarding	\$3,287	\$10,955	\$32,865

The annual Boarding Fee includes \$940 GST.

The casual Daily Boarding Fee of \$80 per day (includes GST of \$2.30) is applicable for short stays.

### Tuition Fee Discount – Payment in Advance

A discount equivalent to 3% of the applicable fee will be applied if the annual Tuition Fee is paid in full by 31 January in each year of the student's enrolment. The discount will be calculated after allowing for scholarships where applicable.

## Sibling Discounts

Sibling discounts shall apply to all of the School's students with a School aged sibling who is/was enrolled at the School until the maximum year level (Year 4 for boys, Year 12 for girls). Discounts on the applicable fee apply from the eldest child to the youngest child as follows:

- 5% for the second child, 15% for the third child, 50% for the fourth child.
- Discounts do not apply to siblings who receive bursary assistance.
- Discounts will be calculated after allowing for scholarships where applicable.

## Activity Fees and Charges

### Beyond Boundaries, Co-Curricular and Curriculum Based Activities

Activity Fees and Charges are the minimum applicable charges as applied by the School for participation in compulsory School activities. These fees will be charged on a full annual basis and will not be charged pro-rata for a part year of enrolment. The fees charged include Excursions, Visiting Performers, Outdoor Education Program, Accident Insurance and Other Compulsory School items and activities as determined by the School.

Year Level	x10 Monthly	x3 Instalments	Annual Fee
Pre School – 2 day program (3 year old only)	\$9	\$31	\$93
Pre School – 3 day program (3 or 4 year old)	\$12	\$40	\$119
Pre School – 4 day program (3 or 4 year old)	\$16	\$53	\$160
Pre School – 5 day program (3 or 4 year old)	\$18	\$60	\$180
Prep	\$22	\$73	\$218
Year 1	\$23	\$75	\$225
Year 2	\$34	\$112	\$337
Year 3	\$57	\$188	\$565
Year 4	\$67	\$223	\$669
Year 5	\$81	\$270	\$809
Year 6	\$155	\$518	\$1,553
Year 7	\$162	\$541	\$1,623
Year 8	\$205	\$682	\$2,047
Year 9	\$381	\$1,271	\$3,812
Year 10	\$111	\$369	\$1,108
Year 11	\$53	\$178	\$533
Year 12	\$64	\$214	\$643

The Parent/Guardian accepts that the School will not provide refunds for programs associated with 'School Life' when a student falls ill or is otherwise unable to attend for any reason. Events are booked in advance, and costs calculated on a pre-determined number of students attending. The only exception, at the School's discretion, may be students who have identified pre-existing medical conditions that prevent them participating in a nominated event and which is supported by relevant medical evidence submitted in writing to the Principal.

## Other Charges

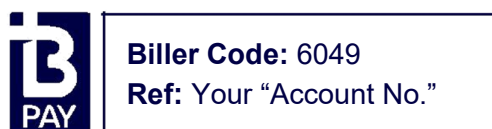
The Parent/Guardian agrees to pay other fees and charges to the School when students purchase items from the School (e.g. Retail Shop) or participate in any non-compulsory excursions, activities or extra-curricular activities (e.g. private music lessons). Such fees and charges will appear on the appropriate fee statements. Any fees and charges not included on the October account will be billed in January of the following year. Students in Years 9 to 12 undertaking a range of electives will be charged according to the subject studied. These charges will be billed as 'Other Charges' during the year. The Parent/Guardian accepts that the School will not provide refunds for any non-compulsory excursions, activities or extra-curricular activities when a student falls ill or is otherwise unable to attend for any reason.

## Payment of Fees

- All fees are due and payable in accordance with one of the following options:
  - 10 monthly instalments from January to October paid by direct debit under formal arrangement with the School. Please download a form from the following iVE link:  
<https://ive.toorakcollege.vic.edu.au/homepage/1739>
  - Payment on receipt of a statement in accordance with the terms specified in the tax invoice
  - Payment of annual fees in advance by 31 January 2020
- Where fees are not paid in full by the required date, the Parent/Guardian agrees to pay an administration fee of \$150 monthly and pro rata until the fees are paid in full.
- Where a payment is dishonoured, the Parent/Guardian agrees to pay a fee of \$20 per occasion.
- No student will be permitted to commence a new Term while any part of the fees for the previous instalment period remains unpaid.
- In the event of default in payment of any monies due to the School, the Parent/Guardian agrees that Items 12 to 14 (inclusive) of the Terms and Conditions detailed in their Agreement shall apply.

## Methods of Payment

### Payment by BPay



### Payment by Credit Card

The School will accept payment by Visa or MasterCard. Credit Card payments may be made online via the School's website at [www.toorakcollege.vic.edu.au](http://www.toorakcollege.vic.edu.au), in person at the Business Office or by phoning the Business Office.

### Electronic Funds Transfer (EFT) Transfer

Transfer funds may be made online to the Toorak College bank account, details as follows:

- BSB 013 322
- Account Number 7770 12342

Please use the Account Number on your statement as your Reference Number so the School can identify your payment.

### Payment by Cheque

Cheques are payable in \$AUD to Toorak College, PO Box 150, Mt Eliza Vic 3930

### Payment by Cash

Cash payments in excess of \$2,000 will not be accepted at the Business Office and must be directly deposited into the School Bank account at the ANZ bank using a deposit slip and quoting your Toorak College Account Number.

### ANZ Bank

Payment may be made at any ANZ bank using a deposit slip and quoting your Account Number.

## Payment Dates

Bill Number	Bill Date	Due Date for Payment
1	10 January 2020	31 January 2020
2	1 April 2020	30 April 2020
3	1 July 2020	31 July 2020
4	1 October 2020	30 October 2020

No payment will be deemed to have been made or accepted until such payment has been credited to the School's account as 'cleared funds'.

## Cancellation Charge for Extra Subjects

One full School Term's written notice is required to cancel a student's enrolment in an extra subject or one half of one Term's fee in respect of that enrolment is payable in lieu of that notice.

## Withdrawal or Absentee Charges

Further to Item 6 of the Terms and Conditions in the Enrolment Agreement, one full School Term's notice in writing is required to be given before a student is removed from the School or boarding house. If one full School Term's notice is not given, 13.75% (includes GST) of the annual tuition fee (and 13.75% of the annual boarding fee if applicable), is payable in lieu of the required notice. Such payments in lieu will immediately become a charge to be paid by the Parent/Guardian which shall be subject to the default provisions as contained in Items 12 to 14 inclusive in the Terms and Conditions until paid in full.

For Example: If a student is not returning for Term 1 next year, the Parent/Guardian must give written notice to the Principal that must be received by the School prior to the last day of Term 3.

Should a student be absent for a Term, other than on student exchange, 13.75% (includes GST) of the annual tuition fee is required to be paid to hold that student's place open for the next Term. If the student returns on an agreed date, the holding fee will be credited to the student's account. The Principal must be advised in writing one Term in advance of any intended absence. If the absence is to be greater than one Term, an appointment must be made with the Director of Business to negotiate a 'holding fee' and to determine place availability.

## Notebook Computers

From Year 5 onwards, students are required to supply their own notebook computer. Computers may be purchased via one of the School's recommended suppliers or sourced elsewhere. Information on the computer models offered through the School will be available from the IT Department and are currently supplied complete with 3 year warranty, 3 year insurance and all software licensing to connect to the School's network.

If computers are purchased outside of the School's preferred program, it is recommended to check with the School's Help Desk to ensure they have the appropriate operating system to allow for compatibility with the School's IT environment.

## Liability

The Parent/Guardian acknowledges and agrees that the School will not accept responsibility or liability for the loss or damage to property belonging to Parents/Guardians or students however occasioned and they agree they will not have any claim or demand against the School and that they release the School in respect of the same.

## School Rules and Policies

The Parent/Guardian agrees that the student must abide by the School policies, rules and dress regulations. The Parent/Guardian agrees that the student may be suspended or expelled from the School for a breach of rule or regulation at the sole discretion of the Principal.

## Change of Address

The School must be notified immediately of any changes to a Parent/Guardian's business or residential address and / or contact telephone numbers and email addresses.

Notification can be provided through CareMonkey or by email to [changeofdetails@toorakc.vic.edu.au](mailto:changeofdetails@toorakc.vic.edu.au)

## Schedule of Fees and Charges

The Parent/Guardian acknowledges that all fees and charges detailed in this Schedule are the relevant fees and charges as at the time of signing the Enrolment Agreement. The Parent/Guardian acknowledges and agrees that the School may change such fees and charges from time to time in its sole discretion and that upon such change, those fees and charges shall become the applicable fees and charges from that time. The Parent/Guardian agrees that they shall have no claim or demand upon the School in respect to changes of the fees and charges. Save for the change in the amount of the fees and charges, the Parent/Guardian agrees that each other term of this Schedule shall remain binding and of full effect during the term of the Agreement.