



**Outstanding
education that
lasts a lifetime**

Policy: Student fees and charges

Policy Statement

Enrolment of a child at the School requires, from parents/carers, a willingness to meet the financial obligations as outlined in the Enrolment Agreement.

School fees and charges are set annually by the School Board, and are a necessary source of revenue to supplement Commonwealth and Territory Government Grants. The School is an Independent, Non-Government school, and must generate a component of private income to fund and supplement both recurrent and capital costs to ensure that a quality education is provided to all students.

The person/s whose signature/s appears on the Agreement of Enrolment form or on the Split-Billing Agreement form/s are held both joint and severally responsible for the payment of Student Fees and Charges for the student/s identified on the form/s.

Student Fees and Charges are levied in accordance with this policy and where applicable the Student Fees and Charges Principles and other related Policy, Principle, and Procedure documentation as relevant.

Scope

This policy applies to all staff who administer School Fees and Incidental Charges and families/carers who are responsible for the payment of fees and charges for students.

Related Documents

Principle – Student Fees and Charges

Policy – Student Fee Debt Management (Receivables)

Policy – Student Fee, Levy and Charges Refunds

Procedure – Student Fees and Charges Invoicing

Procedure – Student Fees and Charges Collection

Procedure – Student Fees and Charges Overdue Accounts Debt Management

Document information

Title	Student fees and charges
Document Type	Policy
Purpose	To inform staff and families/carers of the principles for applying tuition fees and other charges for students.
Audience	Staff and families/carers of students
Effective Date	19 June 2017
Review Date	19 June 2019
Responsible Officer	Finance Manager
Approved By	School Board
Approved Date	19 June 2017
Contact Area	Finance Office
Printed On	18/08/2017