



# RED BEND CATHOLIC COLLEGE

## 2023 FEE POLICY AND CHARGES

### Fee Policy

Parents and carers who enrol students at Red Bend Catholic College Forbes are responsible for meeting *all* fees charged during the term of the enrolment (where applicable from Year 7 to 12). Fees are a primary source of income for Red Bend Catholic College without which the College would not be able to meet its financial commitments. Full payment of those fees by 30<sup>th</sup> November each year is a requirement for the College to operate effectively.

### Fees Payable Prior to Enrolment

A \$200 non-refundable fee for all new Enrolment Applications is to be paid with each student's enrolment application.

### Fees Payable After Enrolment

#### Tuition and Boarding Fees

The College charges annual tuition and boarding separately, as well as any subject levies and additional resources which are all itemised on the parents' account.

The 2023 fees are shown in the table below:-

	Tuition	Sport Levy	Subject Levies &/or Resources * (Approx.)	Weekly Instalments (44)	Fortnightly Instalments (22)	Monthly Instalments (10)
<b>Year 7 and 8</b>	\$4,190	\$40	^ Estimated at \$60	\$95 (tuition) + \$2 (incidentals) = <b>\$97 per week</b>	\$190 (tuition) + \$5 (incidentals) = <b>\$195 per fortnight</b>	\$419 (tuition) + \$10 (incidentals) = <b>\$429 per month</b>
<b>Year 9 and 10</b>	\$4,190	\$40	Estimated at \$280	\$95 (tuition) + \$7 (incidentals) = <b>\$102 per week</b>	\$190 (tuition) + \$15 (incidentals) = <b>\$205 per fortnight</b>	\$419 (tuition) + \$32 (incidentals) = <b>\$451 per month</b>
<b>Year 11 and 12</b>	\$4,685	\$0	Estimated at \$320	\$107 (tuition) + \$7 (Incidentals) = <b>\$114 per week</b>	\$213 (tuition) + \$15 (incidentals) = <b>\$228 per fortnight</b>	\$469 (tuition) + \$32 (incidentals) = <b>\$501 per month</b>

\* The estimate for incidentals depends on subjects taken by each child.

Boarding Fees	Annual Fees	Weekly Instalments (44)	Fortnightly Instalments (22)	Monthly Instalments (10)
<b>Full Time - 7 days</b>	\$20,470	\$465	\$930	\$2,047

Boarding Fees	Annual Fees	Weekly Instalments (44)	Fortnightly Instalments (22)	Monthly Instalments (10)
<b>Weekday - 5 days</b>	\$17,550	\$399	\$798	\$1,755

## Boarding Fees and GST

Boarding fees include a GST charge on the food component only. The College reserves the right to adjust fees in line with any future changes in GST legislation.

## Sibling Discounts

The sibling discount for 2 children from the same family is 10% for each child, 3 children from the same family the discount is 20% for each child and 4 children from the same family is 30% for each child – this is on tuition only and excludes boarding and incidentals.

## Early Payment Discount

A 5% discount of net tuition (ie. after any applicable sibling discount) is offered if tuition (plus any balance from previous year) is paid by the end of February.

## Fee Payment Process

- Tuition and Boarding fees are billed annually and appear on the January fee account posted/mailed to families at or prior to commencement of Term 1. Fee accounts will then be posted/mailed monthly to disclose any new charges incurred during the term, display the fee payments received during the period and indicate the balance remaining.
- All families are to pay their total fee balance in one of the following timeframes:
  - The entire balance by 28<sup>th</sup> February 2023 (the College offers a 5% discount of tuition for payment by the end of February); or
  - Weekly, fortnightly or monthly instalments commencing in February and ending prior to 30<sup>th</sup> November.
- Red Bend Catholic College has now established the direct debit facility to automatically debit a bank account or credit card.
- The fee payment methods available are listed below:-
  - 1) Direct Debit or Automatic Credit Card
  - 2) Direct Deposit (for upfront payment only)
  - 3) Cheque (for upfront payment only)
  - 4) Cash or EFTPOS (for upfront payment only)
- 1) Direct Debit or Automatic Credit Card:- It is a condition of enrolment (**for all new students' &/or families**) that fees are paid by Direct Debit, Automatic Credit Card or CentrePay. For new families, a *Direct Debit/Credit Card Request Form* will be mailed with the College's *Acceptance Documentation Package*. **This form needs to be completed and returned to the Finance Officer.** This form only needs to be completed once during the students' enrolment (unless bank or credit card details change) and provides the College authority to modify the instalment amount in line with changing fee levels and extra charges to ensure the fee balance is cleared by the 30<sup>th</sup> November each year. The cost of processing the Direct Debit and Credit Card transactions are borne by the College.  
It is the family's responsibility to ensure funds are available in their accounts when the Finance Office processes the payments to prevent the transaction being declined.

The processing dates for 2023 are:-

(A)

<b>2023 Weekly Direct Debit/Credit Card Payment Dates</b>
02-Feb-2023 then each Thursday until 30-Nov-2023

(B)

<b>2023 Fortnightly Direct Debit/Credit Card Payment Dates</b>			
February	2-Feb	16-Feb	
March	2-Mar	16-Mar	30-Mar
April	13-Apr	27-Apr	
May	11-May	25-May	
June	8-Jun	22-Jun	
July	6-Jul	20-Jul	
August	3-Aug	17-Aug	31-Aug
September	14-Sep	28-Sep	
October	12-Oct	26-Oct	
November	9-Nov	23-Nov	

(C)

<b>2023 Monthly Direct Debit or Credit Card Payment Dates</b>
23-February
30-March
27-April
25-May
29-June
27-July
31-August
28-September
26-October
30-November

**Please contact us to arrange any other preferred dates for direct debit.**

2) Direct Deposit (for upfront payment only):- Payment can be made directly into the College's bank account. The account details are:-

**Name of Account:** Red Bend Catholic College Schooling Account  
**Name of Bank:** Commonwealth Bank  
**Bank Branch Code:** 063 000  
**Account Number:** 00 396 854  
**REFERENCE CODE:** ACCOUNT ID / SURNAME (as appear on account)

3) Cheque (for upfront payment only):- make all cheques payable to *Red Bend Catholic College*

4) Cash/EFTPOS (for upfront payment only):- cash is accepted and EFTPOS/Credit Card is available at the Front Office.

- If weekly, fortnightly or monthly fee instalments result in *financial hardship* due to the nature of your income stream (eg. a farming operation), please contact the Business Manager on (02) 6852 2000 or by email to [accounts@redbendcc.nsw.edu.au](mailto:accounts@redbendcc.nsw.edu.au) prior to commencement of the student commencing or prior to first term commencing.
- For any further information on fees and payments, please contact the Finance Officer on (02) 6852 2000 or by email [accounts@redbendcc.nsw.edu.au](mailto:accounts@redbendcc.nsw.edu.au)

## Overdue Accounts

- If a family's financial circumstances change significantly and fee payment becomes an issue, the family is to contact the Business Manager immediately on (02) 6852 2000.
- It is unreasonable and unjust to other families if fee accounts are ignored or no attempt is made to comply promptly with the above procedures. If this occurs or there is an inadequate or discourteous response to queries by the Finance Office, the account will be referred to the Principal and the student's enrolment at the College may be reviewed.
- If a family is seeking a payment plan due to *significant* changes in their financial circumstances, the College reserves the right to request financial documentation such as tax returns (personal and business if applicable), payslips or Centrelink statements in order to assess the family's capacity to meet fees. If a payment plan is granted, the College may reassess the family's situation at any time. If a family fails to meet their commitments under a payment plan, the matter will be referred to the Principal and the student's enrolment at the College may be reviewed.
- The College considers the legal commitment for fees to rest with the person or persons who have signed the **student's enrolment application**. It is irrelevant whose name appears on the fee account. If a parent or guardian arranges for a third party to pay the fees, it is the former's responsibility to ensure payment occurs. The College will not enter into any correspondence with that third party. All fee queries, and if necessary legal action, will be directed to the person or persons who signed the student's enrolment application.
- If necessary, Red Bend Catholic College will refer outstanding accounts to a debt collection agency or solicitor for further action. The family will be contacted in writing that this action is pending and provided with further opportunity to make payments before this occurs. All costs associated with the recovery of these fees will be passed onto the family concerned.