

## Fees Schedule 2025

### Enrolment Fees for Prospective/New Students

Application Fee for Enrolment is payable upon lodgment of an application. This fee is non-refundable and non-transferable.	\$150.00
Acceptance/Confirmation Fee is payable on acceptance of an offer of enrolment. It is non-refundable and is allocated to support the operations of the College Bursary Fund, a facility established to assist and support families with daughters enrolled at the College who are experiencing unexpected and/or ongoing financial difficulty and hardship.	\$750.00
Commitment Fee is payable in the year prior to entry. From 1 January 2025, all Commitment Fees paid to the College will be credited to the Fees Account at completion of Year 12 and the finalisation of the fees account (including all outstanding items). In the event of a cancellation of Enrolment, these deposits are non-refundable.	\$1,000.00

### Fees Per Annum

	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
Annual Tuition	\$8,432	\$ 8,432	\$ 9,951	\$ 9,951	\$ 9,951	\$ 9,951	\$ 10,840	\$10,840
General Purpose Levy			\$ 2,275	\$ 2,275	\$ 2,275	\$ 2,300	\$ 2,275	\$ 2,275
*Formation/Camps	\$ 350	\$1,650	\$465	\$270	\$495	\$400	\$380	\$400
P&F Levy (per family)	\$180	\$180	\$180	\$180	\$180	\$180	\$180	\$180
Crossing the Tairseach		\$45						
Graduation Dinner								\$320
Alumnae								\$30
<b>TOTAL</b>	<b>\$8,962</b>	<b>\$10,307</b>	<b>\$12,871</b>	<b>\$12,676</b>	<b>\$12,901</b>	<b>\$12,831</b>	<b>\$13,675</b>	<b>\$14,045</b>

General Purpose Levy is inclusive of: <ul style="list-style-type: none"> <li>Textbook Hire Scheme</li> <li>Curriculum Levy</li> <li>Capital Levy</li> <li>Information Technology Levy</li> <li>Subject Levy</li> </ul>	Additional Fees not included above: <ul style="list-style-type: none"> <li>Additional Subject Levies (<i>in the following table</i>)</li> <li>Non curriculum Excursions/Overseas Tours/Exchanges</li> <li>Cocurricular Activities *** (<i>see below</i>)</li> <li>Equipment Damage incl Laptop (min excess is \$100)</li> <li>Other Items – eg: Yr 11 Social and Yr 12 Formal</li> </ul>
--	--

\*\*\* Cocurricular Activities (Arts/Drama/Dance/Sport/Music etc.) are an additional cost and are to be paid up-front. Prior to enrolment in these activities, a payment plan for school fees must be in place and all school fees up to date.

### Additional Subject Levies

There are some costs which are not included in the fees outlined above. These additional costs will vary depending on student choices and some are subject to change. These include, but are **not limited to**:

	Compass	Visual Art	Cert III Art	Cert III Fitness	Cert III Health Services
Years 7	\$250				
Year 8	\$250				
Year 9	\$250	\$175			
Year 10		\$180			
Year 11		\$200	\$250	\$350*	\$750*
Year 12		\$200	\$250	\$430*	

\* to be confirmed dependent on Supplier

### Voluntary Building Fund Contributions

The College welcomes voluntary contributions from families and supporters of the College. The College administers a Voluntary Building Fund for additional voluntary capital donations which are *100% tax deductible*.

### College Fees Conditions

It is essential for the effective operation of the College, as well as its continued efficient financial management, that fee accounts are paid on time. Accordingly, parent support in making the payment of school fees a priority is appreciated.

### Sibling Discounts (on Tuition only)

Sibling discounts are available to families who have more than one daughter attending the College simultaneously. The discount is off the Annual Tuition Fee only. All other costs are payable at the rate advised.

Sibling discounts for 2025 are:

- 10% per annum for a second daughter
- 30% per annum for a third and all subsequent daughters

### Fee Payment Responsibility

All parents and/or legal guardians who have signed the Enrolment Contract with the College are jointly and severally liable for the student's tuition fees and any other costs associated with the student's attendance at the College unless a Court Order states differently. A copy of any relevant Court Order or other documents stating amendments to financial and/or parental responsibility arrangements must be provided to the College as soon as relevant before or during the student's enrolment.

If a parent/guardian arranges for a third party to pay the fees, it is the responsibility of the parent/guardian to ensure payments occur.

Annual Fee Statements are usually issued in the **first week of January each year** and can be viewed on the Community Portal. Notification will be sent via Facts.

## Payment Methods

The College uses FACTS, an innovative tuition fee management and payment platform. FACTS help families manage costs in a secure, flexible and convenient way.

The system allows families to manage their own payments, including both method and frequency and provides the flexibility to adjust payments.

The online portal will provide the opportunity to establish a payment plan for the payment of school fees that suits each family circumstance. Through FACTS, the College offers two payment methods:

- Direct Debit – Bank Account, Debit Card or Credit Card (a Credit Card payment surcharge will apply) commencing in February and finishing in November each year – payments can be made weekly, fortnightly or monthly.
- Payment in full – an annual payment discount is available on tuition fees of 2.5% where the annual school fees are paid in full by 31<sup>st</sup> January 2025.

Each new family will receive an invite from FACTS via email with information necessary to enrol into the payment program. For more information about the FACTS system, visit their website at [www.FACTSmgt.com.au](http://www.FACTSmgt.com.au).

## Edstart

Families wishing to spread school fee payments over an extended period (more than 10 months) can apply for an Edstart payment plan. You can reduce your repayment amount with an extended plan over multiple years, up to five years after graduation. As well as tuition fees, levies, VET courses, tours and tournaments, voluntary building fund contributions, uniforms, private music tuition and any amounts outstanding may be included.

## Overdue Accounts

All accounts will be monitored and pursued by the College. Parents/Guardians have a responsibility to notify the College if their circumstances change and fee payment becomes an issue. In such circumstances, communication of the issue is paramount.

The Finance Office can be contacted via email [fees@brigidine.qld.edu.au](mailto:fees@brigidine.qld.edu.au) or phone 07 3002 0617.

If the circumstances are significant, the parent/guardian shall request or will be requested to meet with the College Principal and/or College Business Manager to discuss any issues. In such cases, an extension of time may be granted; or in some circumstances there may be a consideration of amounts owing. Compassion for, and support of, families in special circumstances will always be a priority.

Where accounts are 21 days or more overdue, and there have been no arrangements made, an administration charge of \$100 will be added to the family account.

Continued late payment or failure to pay College accounts without appropriate consultation with the College may:

- result in the matter being referred to an external collection agency; and/or
- consideration of enrolment into the following year; and/or
- consideration of enrolment of siblings.

Note that additional fees and charges may be applied to overdue accounts and/or if external parties are engaged by the College.

### Termination of Enrolment

Where a parent/guardian of a student intends to withdraw, or cancel the student's enrolment, the College requires *at least* one term's notice of the cancellation, **in writing** to the Principal before the withdrawal or cancellation date.

If withdrawal is to be effective at the end of the College year, **written notice** must be given to the Principal by the end of Term 3.

Verbal notice, or notice to staff members other than the Principal, is not considered due notice.

Where the parent/guardian fails to give at least one term's notice, the College reserves the right to invoice the parent/guardian for one term's fees and/or levies in lieu of notice.

### Parents and Guardians with Year 12 Students Exiting the College at the End of the Year

Parents/guardians are expected to have paid the fees account in full prior to 7<sup>th</sup> November 2025. On completion of your daughter's graduation and return of all outstanding resources, any Commitment Fees held by the College will be offered for reimbursement. In the event of a cancellation of enrolment, these deposits are non-refundable.

### Contact Finance Department

Please contact the College Finance Department if you require additional information. Phone 07 3002 0617 or email [fees@brigidine.qld.edu.au](mailto:fees@brigidine.qld.edu.au) and your enquiry will be addressed as soon as possible. Please note the Finance department will be closed from Friday 13<sup>th</sup> December 2024 to Wednesday 15<sup>th</sup> January 2025.