

FEE SCHEDULE 2024

Application Fee		
Application Fee	\$180.00	The Application Fee is a non-refundable fee, payable on submission of the Application Form. Payment of the Application Fee does not guarantee acceptance of your child at the School.

Entry Confirmation Fee		
Pre-Kindy, Kindergarten & Primary	Junior High School	Senior High School
Cycle 1 (3 to 6 year olds) Cycle 2 (6 to 9 year olds) Cycle 3 (9 to 12 year olds)	12 to 15 year olds Entrance at Years 7, 8 or 9	15 to 18 year olds Entrance at Years 10, 11 or 12
\$1,331.00	\$1,569.00	\$785.00

If a **Letter of Placement Offer** is made and accepted, then the **Entry Confirmation Fee** is payable with the submission of the Enrolment Agreement by the due date included on the applicant's **Letter of Placement Offer**.

The **Entry Confirmation Fee** is **non-refundable**.

Final fees for families on the School's payment provider will be taken on approximately 20 October 2024.

Playgroup (0 to 3 years old)				
	Enrolment Application Fee	Term Fee	Additional Sessions	Children Transitioning Playgroup to Cycle 1
1 st Child	\$40.00	\$160.00	\$18 per session	\$90 Application Fee for children who have completed at least <u>one full year of playgroup sessions</u> .
Additional Children	Waived	\$160.00	\$18 per session	

Pre-Kindy, Kindergarten, Primary School				
Cycle 1 (3 to 6 year olds), Cycle 2 (6 to 9 year olds) and Cycle 3 (9 to 12 year olds)				
1st Child	Annual Payment	Payment Upfront (6% Discount*)	Payment per Term**	Payment per Month***
Tuition Fee	\$10,465.92	\$9837.96	\$2,616.48	\$1,046.59
Building Fund	\$968.00	\$968.00	\$242.00	\$96.80
Curriculum and Resource Levy	\$416.00	\$416.00	\$104.00	\$41.60
Totals (1st child)	\$11,849.92	\$11,221.96	\$2,962.48	\$1,184.99
Junior Secondary: Entrance at Years 7, 8 and 9				
Cycle 4: 12 to 15 year olds				
1st Child	Annual Payment	Payment Upfront (6% Discount**)	Payment per Term***	Payment per Month****
Tuition Fee	\$12,341.34	\$11,600.86	\$3,085.34	\$1,234.13
Building Fund	\$968.00	\$968.00	\$242.00	\$96.80
Curriculum and Resource Levy	\$416.00	\$416.00	\$104.00	\$41.60
Totals (1st child)	\$ 13,725.34	\$12,984.86	\$3,431.34	\$1,372.53
Senior Secondary: Entrance at Years 10 to 12				
Cycle 5: 15 to 18 year olds				
1st Child	Annual Payment	Payment Upfront (6% Discount*)	Payment per Term**	Payment per Month***
Tuition Fee	\$ 12,991.32	\$12,211.84	\$3,247.83	\$1,299.13
Building Fund	\$968.00	\$968.00	\$242.00	\$96.80
Curriculum and Resource Levy	\$416.00	\$416.00	\$104.00	\$41.60
Totals (1st child)	\$ 14,375.32	\$13,595.84	\$3,593.83	\$1,437.53

Please refer to the **Fee Policy**:

- Item 1.5. **Additional Fees** which outline other potential charges, which are not subject to sibling discounts, and
- Item 1.9. **Concessions/Rebates Available for Term/Annual Fees** for potential fee and sibling concessions.

** Payment upfront includes a **6% discount on tuition fees only**. Full payment for Annual Fees is due before 14 February.*

*** To be paid by Monday of the last week of term for the upcoming one (e.g., Term 2 fees are due by the Monday of the last week in Term 1)*

**** 10 x Monthly payments - Only available via our School's payment provider (EasyPay) and are taken on the 20th of each month from January to October.*

1. FEE POLICY

1.1. Terms and Conditions

The Terms and Conditions set out in the Application Form, Enrolment Agreement, Enrolment Information and all associated papers and information sheets may be amended from time to time by the Board. Any such amendments and provisions shall continue to apply during the whole period that a student attends the School. Full details of Terms and Conditions under which enrolments are accepted are described in the *Enrolment Agreement*.

1.2. Payment of Accounts

The Board generally sets fees each school year based on:

1.2.1. its expected level of Commonwealth and State funding for the year, and

1.2.2. the strategic objectives for the year.

1.3. Fees are per child, payable in advance and non-refundable unless otherwise noted. Continuation of enrolment cannot be guaranteed unless outstanding fees have been paid by the due date or alternative financial arrangements have been made. The School will issue a *Fee Statement* to you before the start of each term.

1.4. All payment methods available are as follows:

1.4.1. Perth Montessori's preferred payment method is Direct Debit by credit card, debit card or bank account (no processing fees apply),

1.4.2. Payments made via the School's payment provider, as detailed on your invoice,

1.4.3. Cheque (made payable to 'Perth Montessori'),

1.4.4. Cash,

1.4.5. Direct Internet Account Transfer to:

Perth Montessori

Westpac Bank

BSB 036-037

Account Number 118381

Reference: your family ID number as shown on your statement

1.4.6. By credit card at the front office, personally or on the phone, using the School's EFTPOS with Bankcard, MasterCard or Visa.

1.5. Additional Fees

Payments for the Building Fund and Development Levy are due in line with a family's chosen payment method either one annual lump sum payment, per term, or per month over 10 months if a family is signed to direct debit.

Extra fees will occasionally be due for specialist tuition or camp fees. These fees are payable as set out on your Fee Statement.

Extra fees are payable when tuition is provided by external tutors, such as music teachers. Such fees are payable by parents directly to those external tutors by arrangement between the tutor and the parent.

1.6. **Probationary Period for All New Enrolments**

On admission of each child, there is a probationary period of **one term** that allows for the child to settle into the school. If, following this process, the School determines that it is in the child's best interest **not to continue enrolment** at Perth Montessori, the School will refund on a pro-rata basis, the Tuition Fee, Building Fund Levy and Curriculum and Resource Levy, where paid in advance for any remaining period.

1.7. **Notice Period for families not receiving Scholarships or Bursaries**

If the child's parent, carer or guardian withdraws the student from the School for any reason, **one (1) full-term's notice** in writing must be given to the Principal. Parents/carers are urged to contact the Principal before making a final decision to leave the School, particularly where assistance may be available.

A fee equal to **one (1) term's Tuition Fee** will be applied if notice is not received in writing to the Principal (via letter or email to admin@pi.wa.edu.au) by the following times. If the withdrawal is from the:

- 1.7.1. End of Term 1, then notice in writing must be given by 12 pm on the last day of Term 4 of the previous year;
- 1.7.2. End of Term 2, then notice in writing must be given by 12 pm on the last day of Term 1;
- 1.7.3. End of Term 3, then notice in writing must be given by 12 pm on the last day of Term 2; or
- 1.7.4. End of Term 4, then notice in writing must be given by 12 pm on the last day of Term 3.

Where the child's parent, carer or guardian withdraws the student from the School during or at the end of their first term of enrolment, a fee equal to **one (1) term's tuition fee** is charged for the subsequent term (i.e. the minimum period of enrolment for any student is **two full terms**).

Verbal notification or emails to class directors are not considered due notice.

1.8. **Notice Period for families receiving Scholarships or Bursaries**

No family who has given notice to the School will be eligible for any further financial arrangement, new or continuing, including Scholarships and Bursaries support. Such support will typically cease upon notice of withdrawal but may be continued for some or all of the notice period at the discretion of the Principal and Finance Director. Parents are urged to contact the Principal before making a final decision to leave the School in order to discuss alternative arrangements or any continuity of support.

Any family in receipt of any Scholarships or Bursaries must give **one (1) full term's notice** of their intent to leave the School in writing to the Principal (via letter or email to admin@pi.wa.edu.au), and are subject to the same conditions given in Item 1.7.

1.9. **Concessions/Rebates Available for Term/Annual Fees**

Families can apply for discounts on the Tuition Fee. Where the Annual Tuition Fee is paid in one instalment by the end of the first week of Term 1, the discount is 6% of the Annual Tuition Fee where payment is by cash, cheque or direct internet account transfer, EFTPOS or credit card.

Where a child commences after the end of the third week of a term, a pro-rata Tuition Fee for that term will be charged. All children who commence anytime during the first three weeks of term will be charged full Tuition Fees.

1.10. **Sibling Discounts**

Where more than one (1) child from the family is enrolled the following reductions in tuition fees are made:

1.10.1 Second child - 15%

1.10.2 Third child - 25%

1.10.3 Fourth child - 100%

Where any of the children graduate at Year 12 or otherwise discontinue their enrolment at the School, the sibling discounts continue until the end of the term during which that occurred and are then recalculated based on the number of students in the family that remain enrolled in subsequent terms.

1.11. **Late Payments or Overdue Accounts**

Please contact the office immediately if you have difficulty in paying the fees by the due date. Information concerning Financial Assistance is available from the office. Unless prior arrangements have been made with the School and are being adhered to, **no student may commence a new term until the family account has been paid in full.** The School Board will forward such notification via email.

1.12. **For Late Payment:**

1.12.1 Reminder sent at end of Week 1.

1.12.2 The first notice of enrolment suspension at the end of Week 2.

1.12.3 Suspension notice at end of Week 3.

Note: Student will remain suspended until fees are paid in full or a suitable arrangement is reached.

1.13. **For non-compliance with Board approved payment arrangements:**

1.13.1 The first notice of enrolment suspension at a breach. Suspension notice if the breach is not addressed immediately.

1.13.2 All late payments and overdue accounts will attract a late payment fee of \$50 per month if not rectified within 21 days.

Note: Student will remain suspended until breach of payment arrangements have been normalised.

1.14. **Temporary Withdrawal**

No holding fee is charged when a child is removed from the school for temporary

reasons such as international or national job placements and travel. However, a place will not be held for students enrolling in another Perth school.

1.14.1 No refund will be made to any families for periods of absence from school for any reason, including illness, injury, family holiday or travel for work purposes.

1.15. Queries Concerning this Policy

In the first instance, parents should direct any questions concerning school fees to the Finance Officer or the Principal. Families may then address any further concerns in writing to the Board of Directors – the attention of the Finance Director.