St Kieran’s School offers high quality Catholic schooling at a very affordable price and the majority of our costs are included for 2016 with the exception of the year level school camp, Year 6 graduation dinner and the upper years Canberra trip. Excursions, incursions, sports coaching, bus costs, swimming, art, music and drama are all included – this is an inclusive fee. However, if your child is taking part in an event that not all students participate in, you may be asked to contribute towards the cost.

Please note there is a non-refundable Enrolment Application Fee of $50. The Enrolment Confirmation Fee is $100 (non-refundable) and is payable on acceptance of a place at St Kieran’s School.

<table>
<thead>
<tr>
<th>PER TERM 2016 – 4 Terms</th>
<th>One Child</th>
<th>Two Children</th>
<th>Three or more Children</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fees</td>
<td>$360</td>
<td>$460</td>
<td>$480</td>
</tr>
<tr>
<td>Capital Levy – per Family</td>
<td>$108</td>
<td>$108</td>
<td>$108</td>
</tr>
<tr>
<td>Student Levy</td>
<td>$127</td>
<td>$254</td>
<td>$381+</td>
</tr>
<tr>
<td>P and F Levy per family</td>
<td>$20</td>
<td>$20</td>
<td>$20</td>
</tr>
<tr>
<td>Total per Term</td>
<td>$615</td>
<td>$842</td>
<td>$989+</td>
</tr>
<tr>
<td>Extra Curricular Year 4 Band (per student)</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
</tr>
</tbody>
</table>

**School Fees Policy**

We at St Kieran’s School are committed to providing a Catholic education to all children whose parents desire this, subject to our Enrolment Policy. We are also aware that from time to time, some families find themselves in financial difficulties. With this in mind, our aim is that no Catholic student will be denied a place in our schools due to parents’ genuine inability to pay full or even part fees.

Unless there is an agreement for fee concessions at enrolment, the acceptance by parents of a position at St Kierans assumes the ability to pay fees in full. Future concessions can be considered only in cases where children have already enrolled and where financial circumstances have subsequently changed in such a manner as to make fee adjustments necessary.

It is appreciated that changing family circumstances will sometimes require that a student transfer to another school. Fees will be payable for the whole of the term in which the enrolment is terminated, except in cases where fair notice is given or where it is deemed that fair notice is impractical.
School Fees Billing Procedure

- Accounts are issued each term via email from PBRI Finance. An account of full fees and levies will be issued and will be payable within 14 days of issue. Any arrangements to vary the terms of payment must be made with the finance officer.

- Accounts which remain outstanding 7 days after the due date will be dealt with in one of the following ways:-
  - Overdue notices will be issued
  - Letter or phone contact by the finance officer
  - Interview with the Principal

- Accounts that remain unpaid after the due date and no appropriate arrangements have been made to pay the fees and mail and phone contact by the school has been ignored will result in the account being placed in the hands of a debt collection agency. The debt collection agency will act on behalf of St Kierans School to collect the debt.

- Our payment options are Direct Debit (Direct Debit Forms are available from the front office), BPay, EFTPOS, cash and cheque. Please note families who set up a regular BPay should provide details of the payment to the finance office.

Concession Application Procedures

- Families wishing to apply for concessional fees should do so on the form “Application for Concession” obtainable from the finance officer. The Application is to be completed and accompanied by a letter outlining the need for a concession. The Application is to be returned to the Principal via the finance officer. A confidential interview with the Principal is necessary and will be arranged.

- Parent/s or guardian/s requesting concessions must provide evidence of gross income tax and housing costs. Pay slips and Centrelink statements are acceptable evidence of income and rental receipts or bank society statements and rate notices as evidence of housing costs.

- Where the Principal is satisfied with the documentary evident provided, a concession by be granted following an interview.

- The application and/or interview process is aimed at determining a just and equitable fee which is within the families ability to pay.

- If a fee concession is granted, it is essential that this commitment is honoured in full and on time. If family circumstances change the school must be informed.

- If a concession is granted it is required that a direct debit arrangement is put in place.

- Concessions are for the current year, new arrangements must be negotiated each school year.

- Unless prior arrangements have been made, the school expects that agreed fees will be paid by the due date. If there is a problem in meeting this deadline, a letter of explanation should be sent to the Principal.