



## **2026 SCHOOL FEES & COLLECTION POLICY**

### **APPLICATION FEE & ENROLMENT DEPOSITS**

A charge of \$30 per application for enrolment is required to be paid. This fee is non-refundable.

On acceptance of an offer of a place at Our Lady of Good Counsel, a \$200 Enrolment Deposit is payable per family and will be deducted from the Annual Fee Statement once the eldest child enters Kindergarten.

### **FEE REVIEW DATE**

The School reserves the right to alter, at any time, fees contained in this document. Fees are set by the school and reviewed by the School Advisory Committee annually prior to the commencement of the new school year.

### **FEES**

The Tuition Fee covers the ongoing teaching, support and administration staffing costs of the School. Student & Family Charges cover specific year group activities, as well as the provision and maintenance of buildings, furniture and equipment, utilities such as power and water and the servicing of development loans.

As detailed in the 2026 Fees & Charges brochure, discounts are available for siblings attending OLGC at the same time, as well as for holders of eligible means tested family concession cards. If you currently hold an eligible card, please present it to the Finance Manager by 30 January 2026, prior to the preparation of the 2026 Fee Statements.

Please note that if you choose to go on holiday during the school term, that fees are still payable during this period.

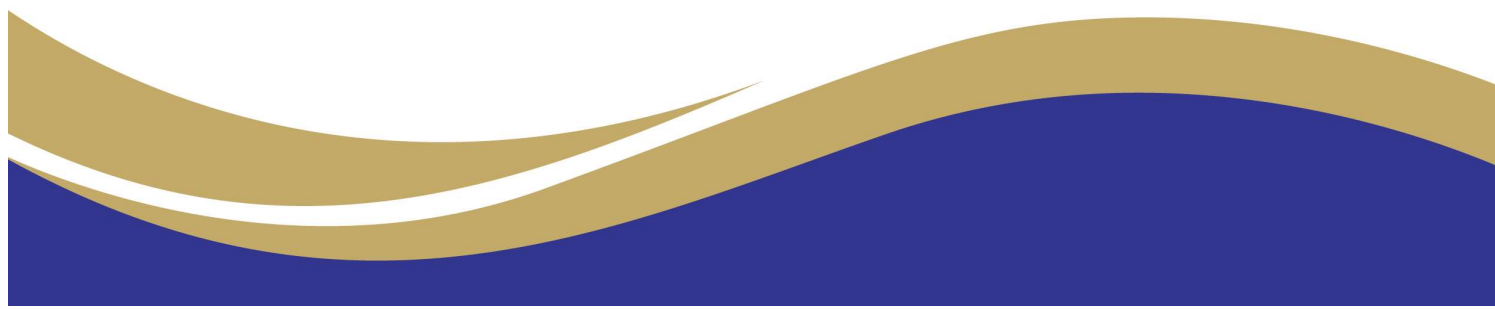
### **BILLING**

All fees will be billed in one annual Statement issued in February 2026. Subsequent Fee Statements will be issued throughout the year detailing amounts paid and outstanding.

There will be a range of instalment and payment options available, including one, two, four or eight monthly instalments via BPAY, Direct Debit or Credit Card. **All fees are to be settled in full by 30 October 2026.**

**Please note that unless you choose one of the instalment options offered (Option 2, 3 or 4), the total family fees are due by 6 March 2026.**

Payment Option Forms will be sent out with the Annual Statement and **must** be completed, signed and returned to the school by **20 February 2026**. If you choose to pay your fees by Direct Debit, a NEW Direct Debit authorisation form must be completed every year, as payment arrangements do not automatically carry over.





### **PAYMENT**

The school is understanding of caregivers who are experiencing difficulties paying their fees, in line with Catholic social teaching. If you would like to speak with the Principal to discuss your account balance, we kindly request that you contact the school as soon as possible to make an appointment. You may be asked to complete a capacity to pay document to support your request for a reduction in your fees.

Please note that prior year arrangements are not automatically applied to subsequent fee accounts and an appointment with the Principal should be made to review your capacity to pay each school year.

The school will regularly follow up overdue accounts and reserves the right to appoint a Debt Collection Agency if reminder notices are ignored and/or payment arrangements have not been made with the school. This is done in fairness to families who do pay fees in accordance with the School's fee policy. Caregivers are responsible for any debt collection costs incurred.

### **INSURANCE**

It is strongly recommended that parents check their health and general insurance policies to ensure that you have adequate medical, personal property and liability insurance cover. Students whilst at school, are covered by a Student Accident Insurance Policy. This policy provides a limited cover only (excluding all Medicare services including the Medicare gap).

### **STUDENT WITHDRAWAL**

A full term's notice of withdrawal must be given in writing to the Principal. Verbal notification is not considered due notice. Notice to withdraw a student at the start of the next academic year, must be given no later than the commencement of Term 4 the previous year. If due notice is not provided, one term of the current annual tuition must be paid. All tuition and levies are non-refundable.

### **FULL FEE PAYING OVERSEAS STUDENTS (FFPOS)**

We welcome enquires regarding the enrolment of FFPOS. It is strongly recommended that parents check their health and general policies to ensure you have adequate medical, personal property and liability insurance cover.

