

# Fees and Charges

## Terms and Conditions

Christ Church Grammar School fees are **inclusive** and **comprehensive**. The tuition fee covers all fees associated with the academic, co-curricular and pastoral programs. It also includes textbooks and course materials, software and the provision of the latest ICT equipment, study skills support, camps and excursions, and school publications. The inclusive tuition fee also covers family access to the School's gymnasium, swimming pool, Academic Resource Centre (Senior School) and Preparatory School library. The boarding fee includes accommodation, all meals, recreation programs, supervision 24/7, on-site nursing care, internet access, daily cleaning and weekly off-site laundry services.

The enrolment fee supports the work of the School Foundation with funds being directed to the School's ongoing capital development as well as ensuring the financial security of Christ Church.

The School provides a **comprehensive accident insurance package** for its students. The benefits payable under the policy have been designed to protect families from a catastrophic situation and assist them to cope with the inevitable financial impact should a boy be seriously injured. [Read the insurance policy](#).

## Terms and Conditions

### 1. Fees

#### 1.1 Application

A non-refundable application fee is payable on submission of each completed application form to the School.

\$200.00 - Australian citizens and temporary or permanent Australian residents

\$300.00 - Full Fee Paying Overseas Student (FFPOS)

### 2. Enrolment fee

The enrolment fee is payable on acceptance of offer and secures a boy's place at the School for the academic year offered. In the event that a boy's entry point is deferred to a later intake year, a deferment fee will be payable and will not be deducted from any future tuition invoices.

Both the enrolment and deferment fees are non-refundable, non-transferable and non-tax deductible.

Enrolment fee concessions – sons and grandsons of life members of the Old Boys' Association 10 per cent, Years 11 and 12 entry 50 per cent and the fourth and subsequent boy in the same family 50 per cent.

### 3. Deferral policy

Acceptance of a place at one level/year of entry does not confer the right to defer entry to another level/year. When an offer is accepted and the family then request a deferral of entry to another year, this will be treated as a new application. The date of deferral will be the new application date. If a place is offered in a subsequent year group, a deferral fee will be required to confirm the place. The deferral fee is the difference between the original enrolment fee paid and the enrolment fee at the time of the new offer. A place in a subsequent year group is not guaranteed and is subject to availability.

*Careful consideration should be given to the preferred entry point.*

An enrolment can easily be moved forward subject to availability, however should a family wish to defer the year of entry, the date the School is notified of the deferral will be the new application date.

#### 4. Notice of cancellation of a confirmed enrolment prior to commencing at the School

If, after paying the enrolment fee but prior to starting at the School, a student is withdrawn from the School, notice must be received in writing by the Admissions Registrar at least one complete term in advance. Example: for a student due to commence at the beginning of Term 1, notice must be provided by the end of Term 3 of the preceding year. In lieu of adequate notice, one term's tuition fee will be charged.

#### 5. Maintaining a position in the year group

If a family request that during an absence a position at the School is held for their son, the full tuition fee payment must continue for the duration of the absence.

#### 6. Withdrawal policy

##### 6.1 Pre-Kindergarten to Year 12

Notification of withdrawal of a day student from the School must be **received in writing** (email is acceptable) by the Principal or Admissions Registrar, at least one complete term in advance. In lieu of adequate notice, one term's tuition fee will be charged.

Parents must also complete a withdrawal declaration which is provided by the Admissions Office.

##### 6.2 Kindergarten to Pre-Primary – break in the journey

If a boy currently enrolled in Kindergarten at Christ Church will not be continuing his Christ Church journey into Pre-Primary, a written notice to withdraw must be provided to the Admissions Registrar by the last day of Term 3 of the Kindergarten year.

Should the family wish to return at a later date, a new application is required and the re-enrolment process is followed. Re-enrolment is subject to availability.

##### 6.3 Boarding student

Notification of withdrawal of a boarding student from the School must be received in writing by the Principal or Admissions Registrar, **at least one semester (two complete terms) in advance**. In lieu of adequate notice, one term's tuition and boarding fees will be charged.

##### 6.4 Request to change from boarding to day student

A request must be received in writing by the Principal or Admissions Registrar, **at least one semester (two complete terms) in advance**. Please note, the change from a boarding student to a day student may only be possible if availability of a day student position exists. If insufficient notice is given, one term's boarding fees will be charged

#### 7. Re-enrolment policy

If a student is withdrawn from the School for a period but the family communicate an intention for their son to return to the School in the future, the withdrawal process must be followed. A new enrolment application will also be required, and the date of that new application for re-enrolment will replace the original application date for that student. Should an offer be possible, a re-enrolment fee will be required. The re-enrolment is subject to availability, and a fee equivalent to 50 per cent of the current enrolment fee is payable on acceptance of offer.

#### 8. Joint and several liability

By signing the Offer Acceptance form, parents have agreed to be jointly and severally liable for all fees, interest, charges and other payments. Any request to vary this agreement must be made in writing and is at the School's discretion.

## 9. Payment of accounts

### 9.1 Fees are payable by the first day of each term.

- 9.2 Fees outstanding 14 days after the commencement of term will attract a non-refundable late payment fee of \$150 unless alternative payment arrangements have been made with the Finance Department. No payment reminders will be sent.
- 9.3 A dishonour fee of \$20 will be charged for each declined direct debit payment.
- 9.4 Students are not eligible to attend school tours where fees are overdue.
- 9.5 No student may commence a new school term if an outstanding balance of the account exists.
- 9.6 Unpaid accounts may be referred to a debt collection agency and any associated costs will be added to the account.
- 9.7 Parents experiencing difficulties in paying their account should contact the Finance Department on [arfinance@ccgs.wa.edu.au](mailto:arfinance@ccgs.wa.edu.au) or phone the Finance Officer on 9442 1510 to discuss alternative payment arrangements before the due date for payment.
- 9.8 The School reserves the right to revert any school fee account to the default option of termly payments.

## 10. Tuition fees concessions

A 50 per cent discount will be applied to the tuition fees for the fourth and subsequent sons in the same family, providing at least four boys are attending the School at the same time.

## 11. Scholarships

The School has a range of scholarships available to assist with funding of fees for eligible students from Year 7 onward. Please visit [scholarships.ccgs.wa.edu.au](http://scholarships.ccgs.wa.edu.au) for details.

## 12. Instrumental tuition

The fee for instrumental tuition (optional) is charged to school accounts at the beginning of each term and provides up to 32 individual lessons per year. Each lesson lasts for 40 minutes. An additional charge is payable for the hire of an instrument and for a Music Record Book. Enrolments are for a minimum of two terms per instrument. Notice to discontinue tuition in the following term requires a [Lesson Cessation form](#) to be completed and received by Music Administration before the mid-term break of the current term. Full terms and conditions of enrolment are outlined on the [Instrumental Tuition Policy](#).

## 13. Damage to or loss of school property

Students are responsible for the care, maintenance and timely return of all school property. Students and/or their parents will be held liable for damage to or loss of school property. The assessed cost shall be charged to school accounts.

## 14. Government assistance available to parents

The Australian and State Governments may offer some assistance to parents.

Please visit [ccgs.wa.edu.au/link/ccgs/government-financial-assistance-schemes](http://ccgs.wa.edu.au/link/ccgs/government-financial-assistance-schemes) for an overview of these schemes and department links.

## 15. Insurance

It is strongly recommended that parents check their health and general insurance policies to ensure adequate medical, personal property and liability insurance cover for their children. The School cannot accept responsibility for medical expenses arising from accident or illness, loss of or damage to personal effects and property or liability incurred by students for bodily injury or property damage.