

## 2024 School Fees

The following information is provided to Parents and Guardians regarding the payment of school fees for 2024. If you have any questions about any of the below information, please contact the Finance Office via phone (03) 5329 6100 or email at [accounts@loreto.vic.edu.au](mailto:accounts@loreto.vic.edu.au)

### SCHOOL FEES

As advised by the Finance & Risk Committee and endorsed by the Loreto College Ballarat Board, the fee structure for 2024 with a comparison shown to 2023 fees as reference is shown below:

School Fees	2024 Fee	2023 Fee
Tuition Fee - Years 7	\$8,255	\$7,635
Tuition Fee - Years 8	\$8,055	\$7,635
Tuition Fee - Years 9 and 10	\$8,330	\$7,895
Tuition Fee - Years 11 and 12	\$8,860	\$8,400
Information Communication Technology (ICT) Levy	\$600 per student	\$550 per student
Maintenance Levy	\$550 per family	\$525 per family

### TUITION FEE

The tuition fee covers all costs related to the College tuition, administration, subject levies, camps and excursions. The tuition fee does not cover optional aspects of the College's program, including individual music tuition, participation in the rowing program and major national or international travel. If students elect to participate in optional College programs the cost will be advised and charged separately.

### SIBLING DISCOUNTS

Parents or Guardians of two students studying at Loreto College Ballarat will be eligible for a discount of 7.5% on tuition fees for the second child. A third and any subsequent student will be eligible for a 25% discount on tuition fees. Discounts are automatically applied to fee statements.

### SCHOOL LEVIES

The ICT levy of \$600.00 per student contributes towards the cost of providing each student with a digital device and the ongoing investment in IT services for the College. Students are currently scheduled to receive a new device in Year 7 and again in Year 10. Students can keep the device at the end of each three-year period at no additional charge.

The maintenance levy of \$550.00 per family supports the ongoing maintenance of our infrastructure.

### PRINTING ALLOWANCE

Students will be allocated a \$15.00 printing allowance per semester. Printing is charged at 3 cents per page for black and white and 15 cents per page for colour. If students exceed this allowance, they will be charged for additional printing.

### FEE ACCOUNTS AND COMMUNICATION TO PARENTS/GUARDIANS

One account will be created in the name of the fee payer listed in the enrolment application. We acknowledge that in most family circumstances the fee commitment is a shared responsibility, however limitations on our administration system does not allow having both names being listed.

All ongoing communication regarding fees and monthly account statements will be addressed to the fee payer unless otherwise advised in writing. Amendments to the nominated fee payer as well as any fee-paying arrangements including splitting fees can only be made with the written agreement of all affected parties.

## **PAYMENT OPTIONS**

School fees will be charged as an annual figure with the first fee statement to be issued in January 2024. Subsequent statements will be issued monthly via e-mail, to the fee payer.

The 2024 Payment Plan Agreement is a formal agreement that Parents & Carers have read and understood the 2024 Fee Information and an agreement to how the 2024 School fees will be paid.

As such the 2024 Payment Plan Agreement must be completed by all Parents and Carers and returned to the College by 31 December 2023.

## **FINANCIAL HARDSHIP AND CONCESSIONS**

Parents and Guardians may at times due to unforeseen circumstances experience financial hardship that leaves them unable to fulfill the financial obligations of enrolment. Any Parents or Guardians experiencing financial hardship are advised to contact the Finance Office via phone (03) 5329 6100 to discuss alternative arrangements including flexible payment plans and/or application for concessions.

When arranging flexible payment plans, we endeavour to work collaboratively with families considering individual circumstances and ensuring that any agreements are reasonable for both parties.

## **OVERDUE ACCOUNTS**

Overdue accounts may be transferred to a debt collection firm where alternative payments arrangements have not been agreed or where notices for payment arrangements have been ignored.

Where debt recovery is initiated, additional costs will be incurred which will be passed onto families.

Where an account has been referred to debt collection, families will be required to meet with the Principal to discuss continued enrolment. The College may reduce the education offerings for your enrolled student(s) including restrictions on involvement in extracurricular and other school activities or see enrolment discontinued.

## **NOTICE OF WITHDRAWAL & RETAINING**

Parents are requested to provide one term written notice of their intention to withdraw a student from the school. If required notice is not given, one full term's tuition will be payable in lieu.

With the approval of the Principal, students at times may elect to participate in secondments and exchange programs at other school or education institutions. A fee may be payable to retain the student(s) place at the College for the duration of their absence.

## **CAMPS, SPORTS AND EXCURSIONS FUND (CSEF)**

The CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. If eligible the allowance will be paid to the College to use towards camps, sports, and excursion expenses. Allowances received will be deducted from your school fee account.

An application form is provided [here](#), alternatively contact the College Finance Office to obtain a copy of the form; applications close at the end of Term 2.

Further information on the program is available [here](#)

## **STUDENT CONVEYANCE ALLOWANCE SYSTEM (SCAS)**

The conveyance allowance is a form of financial assistance for parents/guardians to transport children to and from school in rural and regional Victoria. Allowances are available for public transport, private car and private bus where students are unable to access free school buses.

Students may be eligible for a conveyance allowance when they:

- attend their closest government or appropriate non-government school/campus located outside the metropolitan conveyance boundary.
- reside 4.8km or more from that school/campus attended.

An application form is provided [here](#), alternatively contact the College Finance Office to obtain a copy of the form.

Further information on the program is available [here](#)

# 2024 Payment Plan Agreement



Dear Parents & Carers

The following information will assist you in establishing a payment plan to meet the 2024 fee commitment. If you have any questions about any of the below information, please contact the Finance Office via phone (03) 5329 6100 or email at [accounts@loreto.vic.edu.au](mailto:accounts@loreto.vic.edu.au)

The 2024 Payment Plan Agreement must be completed by all families and returned to the College by 31 December 2023.

Please download this form and complete all the areas. Your Loreto Account Number was provided to you in the Fee Information email sent recently.

Please ensure you complete ALL the areas in red.

<b>First Name &amp; Surname:</b>
<b>Address:</b>
<b>Email:</b>

Once completed, please return this form to the Loreto Accounts team via email [accounts@loreto.vic.edu.au](mailto:accounts@loreto.vic.edu.au).

<b>Loreto Account #:</b>
--------------------------

LORETO COLLEGE BALLARAT FEES 2024		
Year Level	Tuition Fee	Sibling discounts
Year 7	\$8,255	Where multiple students are enrolled, discounts will be applied to the tuition fees for second and subsequent students based on the following percentage discounts: 7.5% discount for a second enrolled student & 25% discount for a third and any subsequent students.
Year 8	\$8,055	
Years 9 and 10	\$8,330	
Years 11 and 12	\$8,860	
<b>ICT Levy</b>	\$600 per student	
<b>Capital Levy</b>	\$550 per family	

<b>Student 1 - Must be eldest student</b>	<b>Year Level</b>	<b>Tuition Fee 1</b>
<b>Student 2 - Must be the second eldest student</b>	<b>Year Level</b>	<b>Tuition Fee 2</b>
<b>Student 3</b>	<b>Year Level</b>	<b>Tuition Fee 3</b>

**Sub Total**

Less Sibling Discount (if applicable)

Plus ICT Levy (\$600 per Student)

Plus Capital Levy (\$550 per family)

**TOTAL FEES PAYABLE 2024**

## PAYMENT

Please tick your preferred payment option below

**I/ we will pay the account in full by 28<sup>th</sup> February 2024 and receive a \$300 discount per student OR**

**I/we will establish a payment plan that results in 25% of total fees paid by the end of Term 1, 50% by end of Term 2, 75% by end of Term 3 and 100% by 30 November 2024.**

## PAYMENT TYPE (Must choose one)

**DIRECT DEBIT** (preferred)

**CREDIT/DEBITCARD**

**BPAY/DIRECT CREDIT**

**CASH/CHQ/EFT**

## FREQUENCY

Payment plans will commence on the 1 February 2024 and finish by 30 November 2024. If you require a specific payment plan commencement start date, please advise the required date below.

### REQUIRED SPECIFIC PAYMENT PLAN COMMENCEMENT START DATE

Frequency	Number of Payments	Date Processed
Weekly	40	Thursdays or Fridays
Fortnightly	20	Thursdays or Fridays
Monthly	10	1st, 16th or 20th of each month
Termly	4	One week before the end of each Term

Alternative Payment Plan start date:

## FINANCIAL HARDSHIP & EXTENDED PAYMENT PLANS

To support families in financial need in meeting the College Fees we do provide option to extend payments over a calendar year. Please contact the Finance office to discuss extended payment plan arrangements available.

## ONGOING PAYMENT PLANS

Families may elect for their payment plan arrangement to continue ongoing and make payments towards future years fees. Ongoing payment plans will automatically cease once all fees have been paid for education provided (generally at conclusion of Year 12 or if enrolment is discontinued earlier). This may result in some fees being paid in advance, in cases of discontinued enrolment any unused portion of fees paid will be returned to families in line with our terms and conditions.

Check this box to enter an ongoing payment plan arrangement.

## PAYMENT AMOUNT

Payment amounts will be calculated by the College based on the Total Fees Payable divided by the number of payments for your chosen frequency. Please select your chosen payment frequency from the options below.

**WEEKLY**

**FORTNIGHTLY**

**MONTHLY**

**TERMLY**

Please note that if optional College programs are selected for your student(s) including music and or rowing or additional fees for College activities are incurred this will require your payment plan amount to be either increased or payment plans extended.

Additionally Families can also elect for payment amounts to be more than the minimum required. Additional amounts may result in some fees being paid in advance, in cases of discontinued enrolment any unused portion of fees paid will be returned to families in line with our terms and conditions.

Please indicate here any additional amounts to be added to your regular payment amount:

## **DIRECT DEBIT** Direct Debit is the preferred method for payment of fees.

Account name

Name of Financial Institution / Bank

BSB

ACCOUNT NUMBER

I/we acknowledge that this Direct Debit arrangement is governed by the terms of this Payment Plan Agreement.

## CREDIT/DEBIT CARD

Name on Card

Card Details (VISA / Mastercard)

Card Number

Expiry

CCV

I/we acknowledge that this Direct Debit arrangement is governed by the terms of this Payment Plan Agreement.

## BPAY

**Biller Code:** 958835

**Reference:** Please use the individual Customer Reference Number which is printed on the top right hand side of your Loreto College Fee Statement

## DIRECT CREDIT

Account Name: Loreto Ballarat Limited Operations Account

Bank: ANZ Banking Group Limited

Branch: 927 Sturt Street Ballarat

**BSB:** 013 516    **ACCOUNT:** 777010312

**Reference:** Please use your Loreto Account Number and Surname

## CASH/CHQE/EFT

Cash and Cheques can be taken in person at the College.

EFT payments can be made in person at the College or over the phone - 03 5329 6100.

## AGREEMENT

By ticking this box, I/we hereby certify that the above information is correct and that if any changes occur due to my circumstances I/we are responsible for contacting the College Finance Office to inform them. I/We accept that I/we are responsible to ensure that the payment of all fees are completed by **30 November 2024**.

If Direct Debit/Credit selected, I/we request that Loreto College debit my/our account or credit card through the payment plan system in accordance with this payment plan agreement unless otherwise advised in writing.

Signature (Type Name)

Signature (Type Name)

## DIRECT DEBIT REQUEST SERVICE AGREEMENT

- Please supply three days' notice to change, stop or defer a Direct Debit payment.
- Please have funds available by the due date to allow a debit payment to be made in accordance with this plan.
- Payments falling on a public holiday will be processed on the next business day.
- Payment dishonour fees will be applied to your tuition fee account.
- We will keep any information (including your account details) in your Direct Debit Request confidential and secure and will only disclose information for the purposes of this agreement.

## CAMPS, SPORTS AND EXCURSIONS FUND (CSEF)

Do you hold a means tested Health Care Card or are a temporary foster parent?

YES

NO

If YES, you may be eligible for the CSEF. Please fill out attached form [here](#) and return to the Finance Office

## VOLUNTARY DONATIONS

If you would you like to make a tax-deductible voluntary donation to any of the following:

**Rise Up Scholarship Fund | Building Fund | Bursary Fund**

Please refer overpage to make a donation or visit the College website: <https://loreto.vic.edu.au/events/#fundraising>

OR Select this box to be contacted separately to discuss donation options.

## Fundraising



### Rise Up Scholarship Donations

Help Loreto students rise up by supporting our Rise Up Scholarship Fund. Your tax-deductible donation will help support Loreto students who demonstrate academic or music excellence through our scholarship program.

[Donate Here](#)



### Building Fund Donations

A tax-deductible gift to the Building Fund provides support to the College's building and facilities. The Building Fund provides funds for the construction of new buildings and learning environments and the maintenance and upgrade of our existing buildings.

[Donate Here](#)



### Bursary Fund Donations

A tax-deductible gift to the Bursary Fund directly supports students and their families. Your gift will enable a student who may not otherwise be able to attend the College receive a Loreto education. They in turn will be well positioned in the future to gift a Loreto education to a future student.

[Donate Here](#)

---

## SAVE and EMAIL THIS FORM

**Please save this form as a record of your agreement then email to:**  
[accounts@loreto.vic.edu.au](mailto:accounts@loreto.vic.edu.au)

Alternatively, you can print and return a copy addressed to:  
Finance Office  
Loreto College Ballarat  
1600 Sturt St Ballarat VIC 3350

---