

2021 Tuition Schedule

Year Level	School Fees (A)	Building Fund (B)	Payments (Including Building Fund) (A+B)			Payments (Excluding Building Fund) (A)		
			Term (4)	Monthly (12)	Fortnightly (24)	Term (4)	Monthly (12)	Fortnightly (24)
Prep to Year 2	\$4,940.00	\$400.00	\$1,335.00	\$445.00	\$223.00	\$1,235.00	\$412.00	\$206.00
Year 3 & 4	\$5,420.00	\$400.00	\$1,455.00	\$485.00	\$243.00	\$1,355.00	\$452.00	\$226.00
Year 5 & 6	\$5,570.00	\$400.00	\$1,493.00	\$498.00	\$249.00	\$1,393.00	\$465.00	\$233.00
Year 7	\$6,300.00	\$400.00	\$1,675.00	\$559.00	\$280.00	\$1,575.00	\$525.00	\$263.00
Year 8	\$6,700.00	\$400.00	\$1,775.00	\$592.00	\$296.00	\$1,675.00	\$559.00	\$280.00
Year 9	\$7,120.00	\$400.00	\$1,880.00	\$627.00	\$314.00	\$1,780.00	\$594.00	\$297.00
Year 10	\$7,390.00	\$400.00	\$1,948.00	\$650.00	\$325.00	\$1,848.00	\$616.00	\$308.00
Year 11	\$7,890.00	\$400.00	\$2,073.00	\$691.00	\$346.00	\$1,973.00	\$658.00	\$329.00
Year 12	\$8,150.00	\$400.00	\$2,138.00	\$713.00	\$357.00	\$2,038.00	\$680.00	\$340.00

Payment Options and Due Dates

Annually	First Wednesday of Term 1. Wednesday, 3 February 2021 by 4:00pm
Term Payment	First Wednesday of each Term
Monthly Payment	12 equal payments 11 November 2020 through 11 October 2021
Fortnightly Payment	Recurring alternate Wednesdays, 24 equal payments 11 November 2020 through 29 September 2021

All Elective Charges, distance education, VET charges and costs for lost, damaged or non-returned library resources will be charged individually.

Sibling Discounts

Second Child	5% discount
Third Child	15% discount
Fourth Child	35% discount
Fifth Child	50% discount
Sixth and additional children	75% discount

Discount for Annual Payment of Fees

An early payment discount of 2.5% is offered on school fees for annual payments made no later than 4:00pm on Wednesday, 3 February 2021 Term 1, Week 1.

Mandatory School Fee Payment Arrangement

You can now manage direct debits on **adminHUB**. Please note the system will only be open for a period of two weeks from **Monday 19 October 2020** for you to select your preferred payment option for 2021. A notification will be sent to you via email/SMS when the system is open for you to make your selection.

To be eligible to pay School fees on a monthly or fortnightly basis, you **must** complete your payment arrangement option on **adminHUB** on or before 30 October 2020. After 30 October 2020, Monthly and Fortnightly options will not be available, and you will be required to pay your fees Termly or annually upfront.

Please note if your school fee account is in arrears as at 30 October 2020, you will not be able to access monthly or fortnightly payment options. Please contact the accounts department to discuss your situation.

Direct Debit only (School fees)

For the 2021 school year **all payment arrangements** will be required to be processed via direct debit. Please note that all credit/debit card and bank account details entered into the **adminHUB** or provided to the School to facilitate your payments are not stored. These details are encrypted and held by the National Australia Bank as part of the security arrangements for **adminHUB**. Payments processed by families to the school (self-administered) will only be available in exceptional circumstances. Please contact the accounts department to discuss further if required.

Bus Services & Instrumental Music

Bus Services and Instrumental Music are invoiced each term and can be paid either in full by Wednesday 3 February 2021 or by the first Wednesday of each Term. Existing direct debit arrangements will automatically roll over for 2021.

Please note, while payment options for Bus and Instrumental Music cannot be setup on adminHUB, the portal will still allow you to make a quick payment (using securely stored card detail) when invoices are due. We encourage families to utilise this payment facility within **adminHUB**.

In order to secure a place for the Bus Services and Instrumental Music, please complete an enrolment form. The enrolment forms and direct debit form will be available from **Monday 19 October** on adminHUB and the School's website. Please complete these and return to the School by no later than 30 October 2020. A notification will be sent to you via email/SMS when these forms are available.

Building Fund Donation

Families are encouraged to donate \$100 per term to the Hume Anglican Grammar Building Fund.

We wish parents to recognise the role and significance of the contribution in meeting the Schools' development objectives of the school sites. Any contributions to the Building Fund are entirely voluntary and variable at the contributor's discretion. The donation is tax deductible.

Notice Required when Withdrawing Students

A minimum of one term's notice must be provided by the first Wednesday of the Term prior to withdrawal, otherwise, you will incur a term's fees in-lieu. If a student leaves during a term, no refund will be made for the remainder of the term.

Terms and Conditions of Enrolment

The Enrolment Application and Acceptance constitute a binding contract between the School and parents. School fee policies, due dates and payment arrangements must be adhered to.

It is the responsibility of the parents to select and submit the preferred School Fee Payment arrangement on adminHUB before the due date and honour the payment terms.

If families experience temporary fee payment difficulties, they must contact our Accounts Receivable Officer prior to the due date. An alternative payment arrangement will be discussed with you.

The School reserves the right to cancel an enrolment where more than one terms' fees become outstanding.

Dishonour Fees

Any bank fees incurred by the School for dishonoured payments will be on charged to the family.

Administration Fee for overdue or late payment of fees

An administration fee of \$50 will be charged for any account that is not paid by the due date recorded on your quarterly (termly) invoice. The full amount must be received in the School's account by no later than 4:00pm on the due date. The School will not be responsible for any delays in receiving a payment (including banking, postal delays or lost mail); therefore, this due date cannot be extended or be negotiated.

Contact and Enquiries

Any queries regarding fees, please contact Accounts Receivable at fees@humegrammar.vic.edu.au

Address

Hume Anglican Grammar
100 Mt Ridley Road
Mickleham VIC 3062

Postal Address

PO Box 338
Craigieburn VIC 3064
Phone: 03 8339 6900

Accounts Receivable:

Phone: 03 8339 6957
Mrs Kersty Little
Ms Dianne Bartlett

Finance Manager: Mr Chris Pandya

Business Manager: Mr Kieran Mitchell