1. **Rationale**

Nazareth College is a Catholic co-educational regional College located at Noble Park North. To maintain excellent standards in education, the College Board ensures the financial viability of this College. Therefore, private income raised through the fee structure is the responsibility of every family at Nazareth College.

**Domestic Students**

2. School fees will be determined on an annual basis, depending on the needs of the College. The Canonical Administrators, on the recommendation from the College Board, will ratify these charges.

Fee payers are considered jointly and severally responsible for the payment of fees, as per the enrolment application. Fees will only be split or assigned wholly to one party upon written advice from the parties concerned.

3. School fees are charged per student and list tuition fees, subject levies, camps and technology costs. Subject levies and technology costs are non-refundable.

4. Sibling discounts apply to families with more than one child enrolled at the College simultaneously. Early payment of the full fee account by the due date will attract a percentage discount. Please refer to the Nazareth College Schedule of Fees for the appropriate discount rates.

5. Families experiencing ongoing financial difficulties may apply for a fee concession on tuition fees only. A reduced payment plan may be granted providing that the family meets the criteria and commits to, and makes, regular payments towards levies and any outstanding balance. This payment plan is assessed on an annual basis and is strictly confidential.

6. The College reserves the right to limit or deny participation in optional programs if the school fee account is in arrears.

7. Students admitted to the College during the school year will be charged on a pro rata basis plus any additional levies and charges.

8. Students withdrawing from the College during the school year must provide a minimum of one term’s notice, in writing, to the Principal. The College maintains the right to uphold this notice period if notice is not given. Levies and other charges are not refundable.
9. VET fees, private Music tuition and Nazareth subsidised bus fees are separate to the College fees and need to be paid in full before these services are provided.

10. On confirmation of enrolment at Nazareth College, a payment will be due to secure the student’s placement. This will consist of a non-refundable enrolment fee and a non-refundable deposit. This deposit will be offset against school fees once the student commences.

11. Camps are a compulsory component of the curriculum and camp fees will not be refunded. The Principal may determine if a refund is applicable on compassionate or medical grounds after suitable documentary evidence is provided.

12. School fees and associated charges will be billed annually by mid February each year. Fees may be paid as:

   a) One instalment in full attracting the early payment discount. The due date for this payment will be set each year by the College and will be printed on the fee notice. Families who have been granted concessional fees do not receive this discount.

   b) Quarterly payments due by the end of the second week of each term.

   c) These first two types of payments can be made in person by cash, cheque, EFTPOS, credit card (Visa or MasterCard) or by phone with a credit card or Bpay™.

   d) Ten monthly payments due on the 28th of each month, starting in February, via direct debit or Bpay™.

   e) Fortnightly or weekly payments made by direct debit or Bpay only. Please refer to the College accounts office for details of designated days.

   f) Nazareth College reserves the right to charge back to a family any dishonour fee incurred by a bank.

13. If a student is absent during the year for an extended period there will be no refund of school fees.