



College Fees

Fee Schedule 2024

Full Fee

For families with a taxable income greater than \$120,000

	1st Child	2nd Child	3rd Child	4th Child
Reception, Full Year	\$3,000.00	\$2,700.00	\$1,500.00	No fee
Reception, Mid Year	No fee	No fee	No fee	No fee
Primary, Years 1 - 6	\$3,660.00	\$3,360.00	\$1,830.00	No fee
Secondary, Year 7	\$3,660.00	\$3,360.00	\$1,830.00	No fee
Secondary, Years 8 - 12	\$4,639.00	\$4,339.00	\$2,320.00	No fee

Discounted Fee for low - medium income (50% reduction)

For families with a taxable income between \$70,994 for one child and \$120,000

	1st Child	2nd Child	3rd Child	4th Child
Reception, Full Year	\$1,500.00	\$1,350.00	\$750.00	No fee
Reception, Mid Year	No fee	No fee	No fee	No fee
Primary, Years 1 - 6	\$1,830.00	\$1,680.00	\$915.00	No fee
Secondary, Year 7	\$1,830.00	\$1,680.00	\$915.00	No fee
Secondary, Years 8 - 12	\$2,320.00	\$2,170.00	\$1,160.00	No fee

School Card Fee (75% reduction)

For families with a taxable income limit up to and including \$70,994 for one child

	1st Child	2nd Child	3rd Child	4th Child
Reception, Full Year	\$750.00	\$675.00	\$375.00	No fee
Reception, Mid Year	No fee	No fee	No fee	No fee
Primary, Years 1 - 6	\$915.00	\$840.00	\$458.00	No fee
Secondary, Year 7	\$915.00	\$840.00	\$458.00	No fee
Secondary, Years 8 - 12	\$1,160.00	\$1,085.00	\$580.00	No fee

Note: School Card max limit for 5 children is a combined (single if a split family) taxable income of \$76,066

Additional Annual Fees	Per Child
Bus Service: Melrose	\$710.00
Bus Service: Gladstone	\$417.00
Bus Service: Jamestown	\$691.00
Bus Service: Laura	\$426.00
Bus Service: Redhill	\$534.00
Bus Service: Crystal Brook	\$417.00
Bus Service: Port Broughton	\$584.00
Bus Service: Fisherman's Bay	\$594.00
Boarding - 5 days	\$10,704.00
Little Lions	\$250.00
Enrolment Fee	\$100.00
Application Fee	\$25.00
Overdue Administration Fee	\$250.00

Note: *The annual subsidised bus fee equates to between \$3-\$4 per day (which is a similar cost to a Port Pirie town bus ticket). This is an 80% discount on bus costs, with the discount provided by the Government (60%) and St Mark's College (20%).

Frequently Asked Questions : College Fees

What is my financial commitment to the College?

As the parent(s) / guardian(s) who have completed and signed the Enrolment Application and Enrolment Agreement forms, you are bound by a legal contract with the College to pay all fees and charges for the enrolled child.

It is your obligation to contact the Business Manager if you are unable to pay fees in full by the 30 November each year. Changes in your circumstances does not release you from this financial obligation unless a new Enrolment Agreement is completed, signed by both signatories from the original Enrolment Application and includes a Court Order received by the College.

The amount you pay for College Fees is determined by your family's taxable income:

- **Full Fee**
For families with a taxable income greater than \$120,000
- **Discounted Fee for low - medium income (50% reduction)**
For families with a taxable income between \$70,994 for one child and \$120,000
To apply for this discounted fee, visit the College Administration Office or phone 8633 8800 to obtain the Low-Medium Income Discount form. Once completed, this form is to be returned to the College Administration Office with a copy of your Taxation Notice of Assessment(s) showing your combined Taxable Income.
- **School Card Fee (75% reduction)**
For families with a taxable income limit up to and including \$70,994 for one child
The School Card scheme offers financial assistance to subsidise school fees (materials and service charges). School Card is assessed by the Department for Education. To qualify for School Card, your family's gross income must be below a certain limit. This limit depends on how many dependant children you have and whether your child attends a government, independent, or Catholic school.

For separated families the individual with the lowest income should apply and the same income limit is assessed.



Please refer to the School Card scheme web site for further information:

<https://www.sa.gov.au/topics/education-and-learning/financial-help-scholarships-and-grants/school-card-scheme>

The Department for Education does not set the discount applied by the College. The College determines this discount. Currently the school card discount for the College is 75% off the Tuition Fee.

Discounts will only be applied to your statement once approval from the Department for Education is received.

Information regarding the School Card application process can be found later in this document.

What does Jointly and Severely mean for the Enrolment Application and Enrolment Agreement?

- Jointly means that all enrolling signatories are responsible for the enrolled child and responsible for payment of fees as per the payment arrangement documented in the Enrolment Agreement.
- Severely means that if one enrolling signatory decides that they do not want to take responsibility for the enrolled child or the payment of fees as per the Enrolment Agreement, the other signatory becomes legally responsible for them. In the case of fees, the full fee payment can legally be requested from one signatory.

What is included as part of the College fees?

Tuition Fee

This fee provides a contribution to the College to subsidise the following costs:

- College yearbook
- Pastoral formation fees
- Student ID card (Bosco students only)
- Printing and photocopying with an upper limit
- Library resources, eBooks, audio books and video resources
- Textbook hire
- Compulsory excursions i.e., year level excursions/camps and retreats
- Performance costs
- School care accident policy
- Teaching aids and educational software programs
- Specialised faculty equipment for Materials, Food and Textile Technology, Arts, Sport, Music, Agriculture/ Science and Trade Skills
- Information technology hardware and software programs including: SEQTA Engage, Seesaw, Office 365, Operoo and Antivirus for BYOD
- Stationery for Benedict students and classroom supplies
- Consumables for Materials, Food and Textile Technology, Arts, Sport, Agriculture/Science and Trade Skills
- College facilities

Boarding Fees

This fee is only charged if you elect to enrol your child as a boarder at Salesian House. The fee subsidises costs for:

- Meals \$5,600 inclusive of GST
- Accommodation and travel around Port Pirie \$5,104

Accommodation is set as 5 days a week, from Sunday evening to Friday afternoon during school terms (subject to public holidays and student free days).

Bus Fees

This subsidised fee is only charged if your child elects to use one of the College bus services.

Boarders can access this service each Monday and Friday rather than parents travelling to and from Port Pirie.

Buses currently travel to Crystal Brook, Port Broughton, Fisherman's Bay, Jamestown, Gladstone, Laura, Melrose and Redhill with pickups at locations along these routes.

Further information about College Buses is available in this booklet, following the section on College Fees.

What is not included as part of College Fees?

VET (Vocational and Education Training) Fees

VET fees range from \$300 to over \$3,000 depending on the type of certificate chosen. VET fees will be paid by the College to the Registered Training Provider (RTO) and on charged to the enrolled child. The College provides relief for VET in the following ways:

- A VET Fee Rebate for one VET certificate full year fee or capped at a maximum of \$1,000 per year
- A Part Time discount to cover incidental costs and the reduction in class load of \$500 per year

Please note the above fee reliefs are only available for students who complete the full VET certificate requirements. If a student exits a VET certificate, the fee and fee reliefs will be prorated and any fees payable will be charged from the date of exit.

Please remember that College Fees are still payable if a VET certificate is chosen, VET fees are an extra cost. Please contact the VET Coordinator for further information.

Faculty and Elective Excursions

An excursion or camp is arranged for each year level and costs are subsidised through the Tuition Fee. Faculty and Elective subjects may from time to time include extra excursions. A separate fee will be charged and is payable prior to the excursion date.

Other Charges

Material charges for elective Materials Technology projects, non-compulsory College clothing, sporting/SAPSASA fees, SACE workbooks, calculators and lost books are charged separately to College Fees. Upon receiving an invoice or a request for payment these will need to be paid either 30 days from the date of the invoice or prior to receiving your item.

What are our College fees payment options?

There are now only two options available to pay College Fees for new and existing enrolments:

- Lump sum payment(s) by cheque, cash, EFTPOS or BPay:
 - Pay in full by the end of Term 1 each year and receive a 5% Prompt Payment discount
- A regular payment plan via PaySmart with payment in full by the 30 November each year
 - Payment plans can be set up for weekly, fortnightly, monthly or quarterly between January to November
 - Payment options include direct debit from your bank account or credit card
 - An administration fee is paid for each instalment to delay finalisation of payments to 30 November
 - A surcharge payment may apply for credit cards. This will be disclosed when setting up your Paysmart contract
- The only exceptions to these payment options are regular payment plans:
 - from Centrepay, or
 - through your employer via salary packaging/deductions

You will need to speak to Centerlink or your employer to set up these options. All fees will need to be finalised by the 30 November each year.

When will I be notified to pay College Fees?

If you have chosen to pay via Paysmart you will receive a Paysmart contract via email before the start of January each year, and a statement showing progress within the first two weeks of the new school year.

If you have chosen to pay a lump sum payment option or meet one of the payment option exceptions, you will receive a statement within the first two weeks of the new school year to check your payments or to commence lump sum transfers.

If your child is commencing during the school year you will receive a phone call from the Debtor Support Officer to set up Paysmart or you will receive a statement during the first two weeks the enrolment commences.

My child enrolled after the start of the school year, how are College Fees calculated?

College fees are prorated based on the number of days your child will be attending the College during the year of enrolment. This means you will only be charged for the remainder of the College year and will not pay full College Fees.

My child is leaving before the end of the school year, how do we notify the College and how are College Fees calculated?

College fees will be prorated to the date the enrolling child's exit form is signed and dated. The only exception is Term 4. Enrolled children exiting after the commencement of Term 4 will be required to pay the full Term 4 fees.

Student withdrawals must be notified using the College Exit Form in writing. This can be obtained from any of the College Offices – Administration, Bosco or Benedict, and should be provided at least a Term in advance of leaving where possible.

Do I regularly get reminders of what is owing?

Yes, you will receive a statement from the College with fees owing during the first two weeks of each Term and again at the start of December if fees are still due.

When do College fees need to be paid?

For those children enrolled at the start of a school year, fees are billed annually in January. For lump sum payments, fees must be paid in full by the end of Term 1. For regular PaySmart payment plans, fees must be paid in full by 30 November each year.

Fees still owing after this date may incur an Overdue Administration fee of \$250 per year.

**Please be aware that it is a condition of enrolment that families who have not indicated that they will be paying their fees in full by the end of Term 1, will be required to set up a PaySmart Contract (unless an exception applies).

I need to change my payment option, can I do this?

Yes, you are welcome to change your payment option from Paysmart to Lump Sum or vice versa during the start of the College year. Please call the College Administration Office and speak to the Debtor Officer on 08 8633 8800 or 08 8633 8828 to change your arrangements.

**Please be aware of the payment due date for each option and ensure you leave yourself enough time to meet this deadline when swapping.

How do I set up a PaySmart Contract?

During the school year simply contact the College Administration Office and speak to the Debtor Officer on 08 8633 8800 or 08 8633 8828 to complete a contract over the phone.

For new enrolments you will be provided with a Payment Plan Agreement as part of your enrolment pack. Fill this in and deliver to the College Registrar with all enrolment forms. You will then receive a phone call from the Debtors Officer or if commencing at the start of a school year, you will receive a Payscale contract via email in December prior to the year your child(ren) commences.

Does PaySmart charge fees?

The College has negotiated with PaySmart a reduced fee schedule for our families. The following fees apply per transaction:

One Off Set Up Fee (new families)	\$10.00	<i>The College will pay this fee on your behalf</i>
Rejection Fee	\$15.00	
Rejection Administration Fee	\$1.25	
Weekly Payments	\$1.03	
Fortnightly Payments	\$1.69	
Monthly Payments	\$3.27	
Quarterly Payments	\$3.95	

Surcharges may apply for credit cards please contact Payscale for further details 1800 801 797. Charges are between 2.27% and 4.55%.

If I paid my College fees through PaySmart last year, am I required to enter into a new contract, or will payments recommence automatically in January?

You are required to renew your contract and the payment terms every year, a link will be sent to you via email. You will be notified when this link is available via Operoo.

What happens if I receive my PaySmart Contract and College Fees have been listed at the full rate, but I know I will be applying for School Card, I am applying for the Low to Medium discount, I have an active Exceptional Circumstances Application, or an active Confidential Application for Financial Hardship?

Please contact the College Administration Office to speak to the Debtor Officer on 08 8633 8800 or 08 8633 8828. For exceptional circumstances and hardship families the Debtor Officer will set up your PaySmart payment.

If you are applying for School Card you will be asked to email a copy of any current Health Care Card provided through Centrelink the Commonwealth or Veteran Affairs.

If you are applying for the Low to Medium discount you will be asked to complete a College form and supply a copy of your most recent Tax Notice of Assessment(s).

In both circumstances, you will then be asked to approve the Payscale Contract at the incorrect amount and the Debtor Officer will then update Payscale with the correct fees and notify you of this change and your correct regular payment amount.

**Please note if you receive a School Card or Low to Medium discount as part of your Payscale Contract, this does not mean that you have automatically been accepted. You will still be required to submit an application and receive approval otherwise your fee will be adjusted back to full price.

Am I able to change my PaySmart payment frequency? E.g., weekly to monthly?

Yes, this can be done by contacting the College Administration Office to speak to the Debtor Officer on 08 8633 8800 or 08 8633 8828.

What happens if my PaySmart payment falls on a public holiday?

If your payment falls on a public holiday, your payment will be processed the working day prior and not the day after.

I have received an invoice not related to College Fees, can this be added to my PaySmart Contract?

Other Charges cannot be added to your PaySmart Contract and must be paid within 30 days of the date on the invoice. Payment options include cash, cheque, EFTPOS or BPay.

What fee discounts are available?

Prompt Payment

A Prompt Payment discount of 5% is calculated on College Fees paid in full by the end of Term 1 each year. Please pay all College Fees less the discount when remitting your payment. The College will then prepare the discount remission on reconciliation after the end of Term 1.

For families who enrol during the school year, payment of accounts within 10 weeks of the date of the invoice will also receive the 5% prompt payment discount. However, all payments are required to be finalised by 30 November each year.

Families are asked when paying College Fees to calculate this discount and pay the remainder of College Fees owing.

Family Rebate

Family discounts are calculated based on the number of enrolled siblings in a family unit currently attending the College. The eldest enrolled child will be charge full Tuition Fees. Discounts are available for further siblings enrolled:

- Second enrolled sibling \$300 off Tuition Fee
- Third enrolled sibling 50% off Tuition Fee
- Fourth or more enrolled siblings Nil Tuition Fees

Separated families will receive an equal portion of the discount where two or more parties pay for the student siblings.

Family units between split families are determined by a Court Order.

VET Fee Rebate

Enrolled College students will receive a VET Fee Rebate for one VET certificate full year fee or capped at a maximum of \$1,000 per year.

Please note the full rebate is only available for students who complete the full VET certificate requirements. If a student exists a VET certificate, fee and rebate will be prorated, and any outstanding fee payable will be charged from the date of exit.

Part Time

A Part Time discount is available for all enrolled College students completing a VET certificate. This discount covers incidental costs and the reduction in class load at a flat rate of \$500 per year.

Please note the full discount is only available for students who complete the full VET certificate requirements. If a student exits a VET certificate, fee and discount will be prorated, and any outstanding fee payable will be charged from the date of exit.

How do I apply for School Card?

The School Card scheme is assessed by the Department for Education. Application forms are available from the College Administration Office or can be completed online.

Preferably all applications should be completed by 31 March each year, however you have until the end of October to apply.

Paper applications must be submitted to the College Administration Office.

A reference number is supplied for online applications. Please call and provide this reference number to the College Administration Office, Debtors Officer on 08 8633 8800 or 08 8633 8828 or email finance@smc.catholic.edu.au.

How do I apply for the Low - Medium Income Discount?

The Low - Medium Income Discount is assessed by St Mark's College. Application forms are available from the College Administration Office (phone 8633 8800).

Once completed, this form is to be returned to the College Administration Office with a copy of your Taxation Notice of Assessment(s) showing your combined Taxable Income.

Do I need to apply for the School Card Scheme or the Low - Medium Income Discount each year?

Yes, a new application must be submitted each school year. The Department of Education and the College updates income limits and application forms at the start of Term 1 each year.

The College will notify those families who have previously been accepted for School Card via email with application details once updates are available.

What happens if we are a separated family who have mutually agreed to pay fees on the one account? Can we both receive statements?

Yes, we are able to add a second address to our billing system. Once an Enrolment Agreement is completed both parties will receive a copy of the same statement.

What happens if we are a separated family and want to have separate accounts? Can we split fees?

The College can split fees and provide separate statements for family units only when a Court Order is received. A new Enrolment Agreement for each enrolled child must be filled in and signed by all signatories who signed the original Enrolment Application and Enrolment Agreement, and the Court Order attached to this document.

**Until this is completed both enrolling signatories all parties remain legally responsible jointly and severally for all fees from the College.

What can I do if I am struggling to pay College Fees?

Please contact the College Administration Office on 08 8633 8800 or 08 8633 8828 as soon as possible to speak with the Debtors Officer. The Debtor Officer will return your call so that your request remains confidential.

If possible, please explain your financial difficulty to the Debtor Officer so they can help determine the best course of action.

If you are simply unable to make a regular payment through PaySmart for a particular day the Debtor Officer can rearrange payments to help ease your financial burden.

If you will be unable to meet regular payments ongoing, the Debtor Officer will determine the nature of your request and ask you to complete one of the following:

- An Exceptional Circumstances Application – This can be either emailed to you or posted to your address. On receipt, if possible, a confidential meeting will be booked with the Business Manager to review your application. This application provides fee remissions or delayed payments when you have experienced a medical, tragic, traumatic or other exceptional event in your life which has/will impact your financial circumstances. The relief given is determined on a case-by-case basis.
- A Confidential Application for Financial Hardship - This can be either emailed to you or posted to your address. This application requires verification of your financial circumstances. You must provide your latest ATO Notice of Assessment with the form and a full budget, list of assets and all debts. On receipt of the application a confidential appointment will be booked with the Business Manager who will work with you to agree on a plan forward.

What happens if I do not pay my fees?

An Overdue Administration Fee of \$250 may be charged for any overdue account unless you have an agreed active Exceptional Circumstances Application or Confidential Application for Financial Hardship.

The College as per the Enrolment Agreement, has the right to pass significant overdue accounts to Catholic Education South Australia for Debt Collection. If this occurs families are responsible for all costs involved.

Are Scholarships available at the College?

The College offers a number of scholarships for students to help them reach academic excellence. These include the following:

- Boarding Scholarships
- Indigenous Scholarships
- Bosco (Academic) Scholarships
- VET Scholarship
- Agriculture Scholarship

These scholarships range from \$200 up to \$5,000.



For more information about Scholarships or to apply visit our website:

www.smc.catholic.edu.au/enrolment/scholarships

When do I need to pay an Application or Enrolment Fee?

A \$25 Application Fee is payable upon lodgement of the Enrolment Application.

The Enrolment Fee of \$100 is payable upon acceptance of offer of placement.

Please note that the Application and Enrolment Fees are not refundable. The Enrolment Fee however will be used as a credit on your child's first year of College Fees.

What is Little Lions?

Little Lions is an optional early learning kindy transition program. The program runs in Semester 1 and 2 each year. Students can attend a half day class once a week for the Semester.

There is a \$250 Resource Fee which subsidises the costs for a Little Lions t-shirt, a graduation booklet with all work completed, classroom consumables, resources and teaching costs.

The Little Lions fee is an upfront charge and is not payable via a payment plan. This can be paid by cheque, cash, EFTPOS or Bpay.