7 November 2016

Dear Parents/Guardians,

**EDUCATION FEES 2017**

Education fees are a necessary part of our school life. The College is increasing student numbers each year and therefore must build, maintain and upgrade buildings at the Beaconsfield, Berwick and Officer campuses. Other factors which have influenced Education Fee increases are CPI and Award salary increases. Preparation of the College Budget began some months ago and, after comprehensive analysis, the final position has been reached with endorsement from the College Canonical Administrators.

The Fees are still maintained at a low rate to make them affordable to as many of our families as possible. Our education fee package in 2017 includes the addition of the Digital Learning Program (DLP) for commencing Year 7 students. The Education fees for 2017 are as follows:

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education Fee</td>
<td>$4,100</td>
</tr>
<tr>
<td>Building Development Fund</td>
<td>$350</td>
</tr>
<tr>
<td>DLP (Year 7 only)</td>
<td>$550</td>
</tr>
</tbody>
</table>

Education fees will be billed in one instalment in February 2017. Account statements will be sent each month electronically thereafter.

Extra costs throughout the year will be billed to your account and an invoice sent, which includes, but not limited to:
- Bus fees
- VET/VCAL fees
- Instrumental Music fees

These extra costs are due and payable 14 days from the date of the invoice as outlined in our Education Fee policy or via a direct debit payment schedule.

All new and existing families must complete the **2017 Direct Debit Form**. It is requirement that this form is returned before **Friday, 2nd December 2016**.

The College strongly advises Direct Debit arrangements be initiated as it is our preferred method of repayment of fees.

Direct debits will be processed from February until November 2017 (10 payments). Authority forms can be accessed, completed and submitted electronically from Parent Access Module (PAM).

All fees must be paid in full no later than 30 November 2017.
The College is encouraging all families to participate in Sacrificial Planned Giving Programmes with their local Parish. If families do contribute, they will be entitled to a fee rebate. Upon confirmation from the Parish that a minimum of $150 has been paid for single child families and $300 for multiple child families, then those amounts respectively will be credited to your fee account.

At the time of enrolment families sign a contract with the College accepting the commitment to pay Education Fees. All and any discussions regarding your fee account are treated as strictly confidential, and our Finance Department will be more than happy to assist with any questions or queries you may have via phone or email, 9707 3111 or fees@sfx.vic.edu.au.

If at any time you are experiencing difficulties with regards to repayment of fees, again please contact the Finance Department to confidentially discuss your matter. Where necessary, special arrangements can be made regarding timing and the level of payments.

We look forward to another exciting year ahead in the life of your child’s education.

Yours sincerely,

[Signature]

Sonya Slocombe
BUSINESS MANAGER