



**Strathcona**  
GIRLS GRAMMAR

**2024**

# Fees Schedule and Business Regulations Notice

## Domestic Students



**100** CELEBRATING  
100 YEARS  
1924 – 2024

## 2024 Domestic Fee Schedule

### FEE SCHEDULE

Year Level	Annual Fees	Annual Composite Fee	Full Payment* (3% discount)	By Quarterly Instalment	By Monthly Instalment (10)
Prep	\$20,929	\$859	\$21,134	\$5,447	\$2,179
1	\$21,881	\$859	\$22,058	\$5,685	\$2,274
2	\$23,608	\$859	\$23,733	\$6,117	\$2,447
3	\$25,093	\$1,476	\$25,772	\$6,642	\$2,657
4	\$26,513	\$1,795	\$27,459	\$7,077	\$2,831
5	\$26,799	\$2,304	\$28,230	\$7,276	\$2,910
6	\$27,090	\$3,441	\$29,615	\$7,633	\$3,053
7	\$31,695	\$2,373	\$33,046	\$8,517	\$3,407
8	\$32,633	\$3,020	\$34,583	\$8,913	\$3,565
9	\$33,997	\$3,321	\$36,198	\$9,330	\$3,732
10 <sup>#</sup>	\$33,997	\$2,929	\$35,818	\$9,232	\$3,693
11	\$35,823	\$1,591	\$36,292	\$9,354	\$3,741
12	\$35,823	\$1,471	\$36,175	\$9,324	\$3,729

# An additional Outdoor Education Camp Fee may apply

Overseas Full Fee Paying Students      \$46,102      Per year Lvl PLUS Composite fee per year Level  
(CRICOS No: 00577C)

### ELC FEES

Year Level	Annual Fees	Annual Composite Fee	Full Payment (3% discount)	By Quarterly Instalment	By Monthly Instalment (10)
3YO - 4 days	\$20,248	\$651	\$20,272	\$5,225	\$2,090
3YO - 5 days	\$23,953	\$796	\$24,007	\$6,187	\$2,475
4YO - 4 days	\$19,459	\$651	\$19,507	\$5,028	\$2,011
4YO - 5 days	\$23,164	\$796	\$23,241	\$5,990	\$2,396

### OTHER CONTRIBUTIONS

OSA Life Membership Fee (new students only - one off fee)	\$275
Voluntary Building Fund (Annual Tax Deductible Contribution)	\$1,000 (per annum)
Strathcona Family Association (Annual Voluntary Contribution)	\$75 (per annum)

### MUSIC FEES

Lesson	Fees
Pair (30min)	\$614
Individual (30min)	\$835
Individual (45min)	\$1,253
Individual (60min)	\$1,670
Instrument Hire	\$167

(fees per semester)

### ROWING FEES

	Lesson	Rower	Cox
Junior	Season Cost	\$1,605	\$877
	Rowing Camp	\$412	\$412
Inter	Season Cost	\$1,989	\$935
	Rowing Camp	\$550	\$550
Senior	Season Cost	\$2,241	\$935
	Rowing Camp	\$688	\$688

(annual fees)

(annual fees)

### SPEECH & EFFECTIVE COMMUNICATIONS FEES

Lesson	Fees
Group (30min)	\$614
Individual (30min)	\$835
Individual (45min)	\$1,670

(fees per semester)

### RHYTHMIC GYM FEES

	Lesson	Annual Fees	Fees by term
Beginner	1 class per term	\$751	\$188
Level 1-3	1 class per term	\$1,025	\$256
Level 1-3	2 classes per term	\$1,887	\$471
Level 4	2 classes per term	\$2,138	\$535
Level 4	3 classes per term	\$2,934	\$733

\* The annual full fee payment discount only applies where the total payment is made by 30th November 2023 (excluding International Students). The rounded discount above is calculated against the 2024 Tuition Fee and Composite Fee (less any sibling discounts or concessions if applicable).

### Domestic Payment Terms and Conditions

Fees are invoiced in advance in November in the year prior to the new school year. Families are required to select one of the below payment options:

1. Annual Payment – in full by 30th November 2023 (attracts a 3% discount on 2024 Net Tuition Fee and Composite Fees, excluding International Students).
2. Quarterly Payment – in four (4) equal payments are due by 30th November 2023, 29 February 2024, 31st May 2024 and 30th August 2024.
3. Monthly Payment – in ten (10) equal payments due on the last business day of each month from November 2023 to August 2024.
4. Flexible Payments – Edstart offers families greater payment flexibility. Choose from weekly, fortnightly, or monthly payments. Additionally, you can spread annual payments over an extended period. Learn more at <https://edstart.com.au/strathcona>
5. International Students – fees are billed per semester in November 2023 and May 2024.

The Fees and Levies referred to in this notice are applicable for the 2024 school year and are subject to annual review. The administration of all fees and levies follows these Terms and Conditions, the Business Regulations Notice and Enrolment Agreement.

As per The Consumer Credit (Victoria) Code, it is crucial to settle accounts promptly. Failure to pay by the due date may result in additional fees. The school is not a credit provider under the code, and all accounts must strictly follow the terms of payment. Parents seeking credit for school payments should contact their own bank or credit provider. A late fee of \$100 will be applied if a family fails to make a valid payment by the chosen due date according to the payment plan, with no prior advice to the school. For example, if a fee instalment remains unpaid by the due date, a \$100 late fee will be charged seven days later, and a reminder statement will be sent. If the payment remains overdue, a late fee will be charged monthly thereafter. In cases where no payment or communication is received from the family, the enrolment position may be reviewed, and the account might be referred to a debt collection agency for recovery.

### Fees & Levies

The Tuition Fee and Composite Fee cover all curriculum-related costs, including excursions, camps, and activities, unless otherwise stated. For students admitted during the year, fees will be charged on a pro-rata basis, along with other relevant levies and charges. Additional charges may apply for curriculum and technological resources, such as booklist levies and class group software licenses.

Any voluntary participation in extra activities or electives will be invoiced separately. Examples include Private Music Tuition, Private Speech and Effective Communications, Rowing, Rhythmic Gymnastics, Aerobics, Kayaking, Compass, and Duke of Edinburgh's Award.

Sibling discounts are available for families with multiple students attending Strathcona. The 2nd eldest child's tuition fees receive a 10% discount, and subsequent siblings (3rd or 4th eldest) attending simultaneously receive a 15% discount. Please note that the sibling discount does not apply to the oldest sibling or students receiving other concessions or scholarships. If the oldest sibling leaves the school, either after completing studies or for any other reason, the discount will cease for the younger sibling or be adjusted accordingly if there are multiple siblings attending simultaneously.

### Methods of Payment

To settle fees and charges, please utilise the School's online payment portal, accessible through the School's website or Maple with your provided login credentials. The portal allows families to select their preferred payment schedule. Throughout the year, additional charges may be invoiced via your Sundry Account, separate from the Tuition Account on the portal. These charges must be paid by their respective due dates.

For guidance on using the payment portal, refer to the instructions available on the portal's home page. Rest assured, all transactions are managed in compliance with privacy and banking legislation. The payment plan section of the portal will be open from Friday, 10th November 2023, to Sunday 19th November 2023. Additionally, the 'Make a Payment' module will remain accessible throughout the year for one-off credit card payments.

Fees and levies can also be paid by the following methods:

1. Direct Deposit/EFT – BSB: 083-004 Account No. 39 600 6299 (include your Account Code in payment reference).
2. Cheque – made payable to Strathcona Baptist Girls Grammar School and returned to the Business Office attached to the Fee Notice or Monthly Statement.

3. BPAY – using a Net Bank facility to transfer the funds using the Biller Code of 1941 and the Reference Number as detailed on your Fee Account Statement.
4. EFTPOS/Cash – the School has debit and credit card payment facilities in the Business Office.
5. Please note that AMEX transactions incur a 1% surcharge.

All fees must be paid by the specified dates without exception. Failure to settle tuition or sundry fee accounts on time (or adhere to an approved payment plan) will result in students being unable to participate in co-curricular activities, including music, rowing, and international tours.

The Principal retains the authority to refuse a student's enrolment for a new term or their continued attendance at the School until all outstanding fees and charges are resolved.

### Annual Voluntary Contributions

During the payment selection via the online portal, families have the option to donate to the School Building and Maintenance Fund, aiding the Master Plan and future facility development. This contribution will be incorporated into the chosen payment plan. Donations of \$2 or more to the Building and Maintenance Fund are tax-deductible through the donors' annual income tax return.

Additionally, all families are encouraged to make an annual \$75 contribution to the Strathcona Family Association (SFA). This fee supports the SFA's endeavours in advancing the School Community.

### Annual Booklist/Other levies

All students in Prep to Year 12 are issued with an annual booklist in Term 4 each year. The booklist details all resources and stationery requirements for the new school year.

In some year level instances, subject or resource levies exist where the School has been able to administer or negotiate a better prices outcome. These levies will be charged to relevant families in Term 1 (2nd Quarter Instalment).

### Early Learning Centre (ELC)

ELC fees align with the Prep to Year 12 system. Upon confirmed entry, all ELC families are required to pay a non-refundable enrolment fee of \$1,000. If a 4-year-old ELC student progresses to Prep and completes a full year, a \$1,000 discount on the Prep fee will be applied.

Please be aware that to attend the ELC, children must be three (3) or four (4) years old by 1 February of the entry year.

### Uniform / Second Hand Uniform Shop

All students must wear the designated School uniform, which can be purchased at Dobsons, 667 Glenferrie Road, Hawthorn. For inquiries, call +61 3 9819 1122. The store is open during business hours from Monday to Saturday.

A Second Hand Uniform Shop, currently located at the Junior School (accessible via the Junior School Reception), is run by the SFA. Operating hours may vary, and updates will be provided on Maple as needed. Kindly note that the Uniform Shop functions solely on a donation basis.

### Technology

In Prep to Year 6, students have on-campus access to fully owned and supported 1:1 devices provided by the School. For Year 7 and 8 students in the Senior School, there is a single device program where parents need to purchase the device from our partner portal to benefit from on-site warranty and accidental breakage protection.

In the Year 9-12 BYOD program, students can bring any device that meets our minimum specifications. Details about both programs and access to the Device Purchasing Portal are available on the Technology page of Maple.

### Enquiries

For general fee and payment inquiries, please contact the Business Office. For specific fee or business-related matters, including changes in enrolment or family circumstances, kindly direct your inquiries to the Business Manager.



## Business Office

A: Level 1 (above ELC), 34 Scott Street, Canterbury  
T: +61 3 8779 7500  
E: [businessoffice@strathcona.vic.edu.au](mailto:businessoffice@strathcona.vic.edu.au)

## Business Manager's Office

T: +61 3 8779 7541  
E: [busmgr@strathcona.vic.edu.au](mailto:busmgr@strathcona.vic.edu.au)

## 2024 Fees Policy & Business Regulations Notice

### A. Application

To apply for entry to Strathcona, from the Early Learning Centre (ELC) to Year 12, please complete the School's Application for Enrolment Form.

A non-refundable Application Fee of \$200 (applicable to ELC to Year 12, including International Students) is required, with the exemption for Alumnae children.

While applying is necessary for enrolment, it does not guarantee admission. The School reserves the right to reject any application and offer a place to students regardless of the application date.

ELC enrolment interviews are conducted by the Director of ELC in the year prior to entry. ELC student entry follows the same conditions as detailed for Prep to Year 12 applicants.

### Confirmation of Enrolment

Following the application and interview process, a formal offer may be extended, subject to the School's Enrolment Policy and availability of positions. The offer process for Year 7 typically begins around 3 years prior to the year of entry, with priority given to siblings, alumnae children, and then the application date. For Prep and Year 5 intake years, the enrolment process may begin up to 2 years before entry, while for other year levels, it usually starts approximately 1 year before commencement.

Parents/Guardians must sign and return the acceptance offer for their child, along with a non-refundable enrolment fee of \$2,000 (Prep-Year 12) or \$1,000 (ELC). By signing the Acceptance Agreement, parents commit to abide by the Terms and Conditions, Business Regulations, Enrolment Terms and Conditions, and Parent Code of Conduct. For Prep-Year 12, a \$1,000 credit will be applied to the first year of chargeable tuition fees upon student commencement, provided a full year of schooling is completed. For ELC, if a 4-year-old student progresses to Prep and completes a full year, a \$1,000 discount is applied to the first year's fee.

A child's place is confirmed only after an offer has been made and the Enrolment Confirmation Fee is paid. Late payments may result in the place no longer being available.

By accepting the enrolment offer, families agree to comply with the School's payment policies and policies. If an immediate place is unavailable, the family will be added to the waiting list.

New students are automatically enrolled as Life Members of the Old Strathconian's Association (OSA) with a fee of \$275. This fee supports Alumnae activities that benefit the School community, including reunions, networking, special events, and contributions to the Strathcourier and other School activities.

Accepting the enrolment means all signatories on the Enrolment Form are jointly and severally liable to the School for payment of all accounts. This obligation remains, even if one parent or guardian usually handles payments, or if accounts are addressed to only one parent or guardian. Parents cannot delay or refuse payment based on another parent or guardian's responsibility for all or part of any account.

### B. Cancellation of Enrolment

One full term's notice is required, in writing to the Principal, before the cancellation of enrolment or withdrawal of a student from the School. If the required notice is not given, a fee of up to one full term's fees may be charged.

### C. Tuition Fees and Accounts

1. Tuition fees are billed in advance in November for all students enrolled in the following year. Tuition fees must be paid either in full by 30 November, by four (4) equal instalments in November,

February, May and August or by monthly payment (10 instalments) from November to August.

2. Accounts are payable by the listed instalment due dates. Additional charges must be paid by due date listed on your Sundry account. A late fee of \$100 per month will be charged if payment is not received by the due date.
3. The School may choose to not permit a student to re-enter classes in a new term when fees remain outstanding.
4. For financial arrangements regarding the absence of students, contact the Business Manager on +61 3 8779 7541 or [busmgr@strathcona.vic.edu.au](mailto:busmgr@strathcona.vic.edu.au)
5. If a student is absent through illness, there will be no reduction in fees. Every effort will be made to remain in close contact with the family and arrange home study for the student where possible.
6. Students that undertake vocational subjects or subjects by Distance Education may be charged an additional levy by the School or external provider.
7. Parents are responsible for payment for breakage or damage to School property caused by the student.
8. The Principal may authorise particular expenditure (for example student programs or school materials) to be charged to the family fee account.
9. Refunds or credits will not be provided if a student cannot attend camp, regardless of the reason.
10. The maximum cash payment allowed per day is \$10,000.
11. Fees are subject to annual review. Parents will be notified if the School Board alters these fees and conditions.

### D. Early Payment Discount

Payment of the annual tuition fees in full by 30th November will receive a 3% discount. Discounts are not applicable to families with Bursary or Special/ Hardship Concession arrangements.

### E. Late Payment Fee

Fees must be paid according to the billing schedule outlined in the Fees Policy. If fees are not received by the due date, an administration fee (determined annually by the Finance & Risk Committee) will be charged in the following week and each subsequent month until payment is received (unless a communication and agreed payment plan are in place). Reminder notices will be sent with each charge notification.

### F. Overseas Exchange/Extended Approved Absences

For approved student absences of varying periods (minimum 5 weeks) with a reserved place for return, a non-refundable holding fee of 50% of the tuition fee for that period is required in advance.

### G. Deferred Enrolment

After confirming a place and paying the enrolment fee, enrolment may be deferred to another year level and/or year of entry by notifying the Principal in writing. Confirmation of the deferred place will depend on availability in the desired year level. If a student withdraws from the School and later returns, a new Application for Enrolment form must be submitted, along with the non-refundable Application Fee.

### H. International Tours/Co-curricular Programs

Students with outstanding tuition or sundry fees or those not adhering to the approved Payment Plan will not be allowed to participate in overseas tours or fee-based co-curricular activities.

### I. VCE Students on an Approved Varied Education Program

Strathcona covers the cost of one approved Vocational Education (VET) or Distance Education (DECV) subject. A DECV subject will only be considered where the School does not offer the subject or where there are timetable constraints. Additional subjects attract a fee.

### J. Goods and Services Tax (GST)

GST is not applied to School Fees, ELC, and Co-curricular activities. These costs have been calculated as GST-free. However, other activities may be subject to GST.

### K. Change of Family Details

Families must promptly inform the School of any changes to their contact details or relevant particulars. Updates can be made via the secure Parent Details and Payments link on Maple, accessible throughout the year. For significant family circumstances, such as separation, please report to the Deputy Principal or Business Manager.

