

# Fees & Charges

Effective from Term 1, 2025

## Terms and Conditions

Enrolment at Woodleigh is subject to the terms and conditions set out in this fee schedule, a signed Enrolment Agreement and our School Policies, which are available on request.

Tuition Fees for each academic year will be set by the School Board and notified to parents in the preceding year. The School Board reserves the right to alter Tuition Fees and Consolidated Levies during the course of the academic year. Any such increase shall come into effect 28 days after written notification of any such increase has been provided to parents.

Further accounts will be issued during each year for costs and incidental charges that accrue during the course of each term, for example, costs associated with the Activities Program, Activities Weeks, Camps, and some other elective programs.

### 2025 Billing Dates

Term	Issue Date	Due Date
Term 1	Friday 17 <sup>th</sup> January 2025	Thursday 30 <sup>th</sup> January 2025
Term 2	Thursday 10 <sup>th</sup> April 2025	Wednesday 23 <sup>rd</sup> April 2025
Term 3	Tuesday 8 <sup>th</sup> July 2025	Tuesday 22 <sup>nd</sup> July 2025
Term 4	Tuesday 23 <sup>rd</sup> September 2025	Tuesday 7 <sup>th</sup> October 2025
Final Incidentals	Monday 8 <sup>th</sup> December 2025	Friday 19 <sup>th</sup> December 2025

## Our Fees

### Application for Enrolment

An Application for Enrolment form may be submitted at any time. The application is not binding and enables your child's name to be placed on the waiting list for the appropriate year and level. The application form must be accompanied by a payment of \$100.00 per child.

No place is guaranteed until an entry interview has been held, the student entry fee has been paid, and all relevant paperwork has been signed and returned to the School.

### Student Entry Fee

Entry to the School is available only to children with reserved places. A reservation will not be confirmed until a written offer of a place is made by the School and the Student Entry Fee has been paid. The Student Entry Fee is a non-refundable and non-transferable amount of \$900.00.

### Consolidated Levy

The Consolidated levy incorporates costs such as camps (except the Minimbah Year 6 Bali camp) which will be charged to fee accounts separately, school transport to excursions, sporting events and other off campus activities; provision of a laptop/iPad and associated IT software and support, subject levies and materials and other programs supporting the development of our students.

### Building Levy

A Building Levy of \$700.00 **per family** will be charged in four (4) equal instalments.

## Tuition Fees and Consolidated Levy

### Minimbah Campus

Year Level	Tuition Fee \$	Consol. Levy \$	Total Fees \$
ELC Year 3	9,540	140	9,680
ELC Year 4	15,060	360	15,420
Foundation	16,220	1,820	18,040
1	17,800	1,820	19,620
2	19,600	1,820	21,420
3	23,300	2,380	25,680
4	25,020	2,660	27,680
5	25,660	3,460	29,120
6	25,660	4,640*	30,300

\* \$2,850 will be charged for Year 6 Bali Camp in addition to the Consolidated Levy.

### Penbank Campus

Year Level	Tuition Fee \$	Consol. Levy \$	Total Fees \$
ELC Year 3	9,540	140	9,680
ELC Year 4	11,300	360	11,660
Foundation	16,220	1,820	18,040
1	17,800	1,820	19,620
2	19,600	1,820	21,420
3	23,300	2,380	25,680
4	25,020	2,660	27,680
5	25,660	3,160	28,820
6	25,660	6,500	32,160

### Senior Campus

Year Level	Tuition Fee \$	Consol. Levy \$	Total Fees \$
7	29,040	4,348	33,388
8	29,040	4,348	33,388
9	30,320	5,088	35,408
10	31,280	4,496	35,776
11	32,330	3,080	35,410
12*	32,330	2,613	34,943

\* Three instalments only

## Payment of Fees

Fee accounts must be paid by one of the following methods:

- **Prepaid yearly tuition fees** – a discount of 3.0% is granted to any family wishing to pay the year's Tuition Fee in one up-front payment. For the 2025 year, this payment is due by Thursday 5th December 2024. Please contact Finance via email at [schoolfees@woodleigh.vic.edu.au](mailto:schoolfees@woodleigh.vic.edu.au) to request a letter for the calculation of fees in advance.
- **Payment in full** within 14 days of the issue of the account. This payment may be made by BPAY or credit card via the Woodleigh Website by selecting Resources then School Payments from the menu bar on our website [www.woodleigh.vic.edu.au](http://www.woodleigh.vic.edu.au).
- **By eleven monthly payments** (February to December) either by direct debit authority from your credit card or bank account only, processed on the 20th day of each month. Please note BPAY arrangements are not available for monthly payments. If you wish to pay your account monthly, please request an instalment calculation by emailing [schoolfees@woodleigh.vic.edu.au](mailto:schoolfees@woodleigh.vic.edu.au) or by telephone 03 5971 6100. Applications must be received by Friday 17th January 2025. All instalment plans will be communicated to families by 31st January 2025.

## Sibling Discount

A reduction of 5% is given on Tuition Fees for the second child, 25% for the third child and 50% for the fourth and subsequent children who are attending the School at the same time.

## Late Fees and Overdue Accounts

Fees not paid by the payment due date noted on each statement will incur a late fee of \$175 for every 30 days the account remains in arrears.

The School appreciates families can, at times, experience financial challenges and it is the School's preference to partner with our families to work through this together. In any instance where School Fees are overdue and a suitable arrangement cannot be agreed upon with Woodleigh School, then the School may withdraw or revoke a student's enrolment and take legal action to recover outstanding fees.

## Students commencing during term

Students commencing during term will be charged on a pro-rata basis for tuition only. The Consolidated Charge and Building Levy will be charged at the full term rate.

## Leave of Absence/Holding Fee

Students enrolled at Woodleigh School who will be absent for a term and wish to retain their position at the School are eligible to apply for a reduced charge of their tuition fees for the period of absence. Leave of absence must be applied for in advance and approved by the School Principal.

## Withdrawal of a student after enrolment

In accordance with the conditions signed on the Terms of Business, one terms notice in writing to the Principal of the School is required for the permanent withdrawal of a student. For year-end leavers notice is required by the end of term 3. If the required notice is not received a \$2,750 administration fee will be payable.

## Woodleigh Alumni

A one-off charge of \$250 will be charged to the Year 12 Term 2 fee account for life membership to the Woodleigh Alumni.

## School Books

Students at Woodleigh School will be expected to purchase some of their basic textbooks and all of their stationery requirements. A booklist from the School's official book supplier is published at the end of each school year. Subject levies are included within the Consolidated Levy and not included on the book lists. For some subjects that require additional materials or costs these will be charged to the fee account separately.

## Music Tuition

Music for Years 5–8 involves an Instrumental Program in conjunction with a Classroom Music Program. Outside of Years 5 to 8, charges for hire and use of instruments will be \$70 per term. These charges cover depreciation and maintenance. Where students provide their own instruments there will be no instrumental charge.

In addition to compulsory Music education classes and ensemble playing as part of the normal weekly school timetable, we can offer private tuition in the following:

- **Piano:** a Piano should be available at home for practice
- **Guitar/Bass:** all styles (NB. Guitars are not available for hire.)
- **Percussion:** tuned and untuned percussion, including Drum Kit
- **Strings:** Violin, Viola, Cello, Double Bass
- **Woodwind:** Flute, Clarinet, Saxophone
- **Brass:** Trumpet, Trombone, French Horn, Euphonium, Tuba
- **Voice (Singing):** Contemporary or classical style
- **Voice (Spoken):** For public speaking & acting
- **Performance Presentation:** Support for students wishing to build confidence in a range of areas (including working through performance anxiety)
- **Theory / Aural Skills:** General skills and/or exam preparation

Instrumental lessons are charged a full term in advance and are billed to fee accounts

Instrumental lessons can commence throughout term at any time, if commencing mid-term, the first term's fee is charged in arrears.

## Lesson Fees

### Fees per term for individual lessons

30 minutes	\$424.00
40 minutes	\$544.00
60 minutes	\$800.00

### Fees per term for group\* lessons

30 minutes	\$272.00
40 minutes	\$352.00

\* Please note that group lessons are only available by agreement with the individual teacher (capped at a maximum of 2 students per group)

## Instrument Hire

\$70.00 per term (depending on availability)

## Withdrawal from lessons

Please refer to the conditions as detailed on the Private Music Tuition Form and notify the Music Administrator at [jcorbel@woodleigh.vic.edu.au](mailto:jcorbel@woodleigh.vic.edu.au) of any required changes or upcoming discontinuation of lessons.

Updated 07/11/24