

# Fees & Charges

Effective from Term 1, 2024

## 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.

## 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.

### EARLY LEARNING CENTRE HOLDING FEE

Students commencing in 2024 onwards in the Penbank or Minimbah early childhood centres will be required to pay a non-refundable holding fee of \$2,000. The fee is to be paid at the time a signed enrolment agreement is submitted. This non-refundable holding fee will be deducted from the first billing in the student's Foundation year. In the event that the student does not proceed to Foundation, the fee will not be refunded.

## 2024 BILLING DATES

Term	Issue Date	Due Date
<b>Term 1</b>	Thursday, 18th January, 2024	Thursday, 1st February, 2024
<b>Term 2</b>	Wednesday, 3rd April, 2024	Tuesday, 16th April, 2024
<b>Term 3</b>	Wednesday, 3rd July, 2024	Tuesday, 16th July, 2024
<b>Term 4</b>	Wednesday, 25th September, 2024	Tuesday, 8th October, 2024
<b>Final Incidentals</b>	Monday, 9th December, 2024	Friday, 20th December, 2024

## 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 instalment. For the 2024 year, this payment is due prior to Thursday 7th December 2023. 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 clicking the credit card icon on the top right hand corner of the webpage [woodleigh.vic.edu.au](http://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 19 January 2024. All instalment plans will be communicated to families by 2 February 2024.

## TUITION FEES FOR 2024

### Minimbah Campus

Year Level	Tuition Fee	Consolidated Levy	Total Fees
<b>ELC Year 3</b>	\$9,000	\$132	\$9,132
<b>ELC Year 4</b>	\$14,200	\$340	\$14,540
<b>Foundation</b>	\$15,300	\$1,700	\$17,000
<b>1</b>	\$16,800	\$1,700	\$18,500
<b>2</b>	\$18,500	\$1,700	\$20,200
<b>3</b>	\$22,000	\$2,240	\$24,240
<b>4</b>	\$23,600	\$2,500	\$26,100
<b>5</b>	\$24,200	\$4,200	\$28,400
<b>6</b>	\$24,200	\$4,840*	\$29,040

\* Year 6 Bali Camp - \$2,750 will be charged in addition to the Consolidated Levy.

### Penbank Campus

Year Level	Tuition Fee	Consolidated Levy	Total Fees
<b>ELC Year 3</b>	\$9,000	\$132	\$9,132
<b>ELC Year 4</b>	\$10,650	\$340	\$10,990
<b>Foundation</b>	\$15,300	\$1,700	\$17,000
<b>1</b>	\$16,800	\$1,700	\$18,500
<b>2</b>	\$18,500	\$1,700	\$20,200
<b>3</b>	\$22,000	\$2,240	\$24,240
<b>4</b>	\$23,600	\$2,500	\$26,100
<b>5</b>	\$24,200	\$2,500	\$26,700
<b>6</b>	\$24,200	\$6,140	\$30,340

### Senior Campus

Year Level	Tuition Fee	Consolidated Levy	Total Fees
<b>7</b>	\$27,400	\$4,100	\$31,500
<b>8</b>	\$27,400	\$4,100	\$31,500
<b>9</b>	\$28,600	\$4,800	\$33,400
<b>10</b>	\$29,500	\$4,240	\$33,740
<b>11</b>	\$30,500	\$2,900	\$33,400
<b>12*</b>	\$30,500	\$2,460	\$32,960

\* Payable in three instalments only

## 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 \$695.00 **per family** will be charged in four (4) equal instalments.

## 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 fee equivalent to one terms total fees is 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 \$65 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
- **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.

## MUSIC TUITION FEES PER TERM

	Individual	Group*
30 minutes	\$400	\$256
40 minutes	\$520	\$336
60 minutes	\$776	

\*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

\$65.00 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