



# Fee and Levy Schedule 2023

## 1. RESPONSIBILITY FOR SCHOOL FEES

The Tombo Academy Parent Enrolment Agreement is completed by all families accepting a place in the school. By signing, you confirm that you understand the requirement to pay school fees as set out below. You acknowledge that you are jointly and separately responsible for all fees, of whatsoever nature and kind, payable as a result of enrolling your child at Tombo Academy and you guarantee payment of the full fees for the period your child attends Tombo Academy. Responsibility for these fees exists with both or either of the signatories irrespective of the relationship (if any) of enrolling signatories.

Tombo Academy is not a credit provider under the code and settlement of accounts must be made strictly in accordance with the terms of payment. Parents and/or guardians who require credit for the payment of School accounts should contact their own bank or credit provider.

Where any payment is not paid in full within 30 days from the due (or otherwise agreed) date, a \$100 administration fee will be applied.

### 1.1 Annual Tuition Fee

The Annual Fee covers the cost of tuition, materials, and resources only.

Tuition Fee for 2023	\$13,000
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### 1.2 Annual Levies and Other Curriculum Charges

Excursion cost (includes travel to excursion activities)	\$500 <b>Compulsory</b>
ICT Levy	\$250 <b>Compulsory</b>

The **ICT levy** provides each student with:

- Software
- Security
- Device Management

### 1.3 Additional Program Fees

Camps will be charged an additional cost. The school will notify you in advance.

### 1.4 Fee Variation

Whilst it is the practice of the Board to set fees for the whole year, the Board reserves the right to amend fees during the year if general economic or other circumstances require such action. All fees will be reviewed annually.



### **1.5 Discounts**

No discounts are available for siblings attending or early payment.

### **1.6 Payment Terms**

Tuition fee, excursion cost and ICT levy – payment in full when a student starts.

### **1.7 Payment Options**

- Payment in full when a student starts.
- or
- 4 x Quarterly Instalments  
Due by the 25<sup>th</sup> February, April, July, and October.

The school may enter into an arrangement to accept payments monthly. Should you wish to apply for this, please contact [finance@tombole.vic.edu.au](mailto:finance@tombole.vic.edu.au)  
Monthly payments will only be accepted by direct debit.

### **1.8 Invoicing and Payment Methods**

The school sends invoices, with bank account details. Payment is made by bank transfer to the Tombole Academy bank account.

### **1.9 Pro-rata Fees (joining)**

Pro-rata fees apply when a student enrolls during a year.

## **2 FEE SUPPORT**

### **2.1 Tombole Academy Foundation Bursaries**

As Tombole moves into its third year of operation, the Board is taking steps to build a Foundation Fund for the benefit of future students. A key purpose of the Foundation Fund will be to develop a bursary scheme to enable families and students to attend the school who otherwise might not be able to afford to do so. Parents and friends are encouraged to donate to the bursary fund. Your kind generosity is deeply appreciated.

The bursary scheme will be open to new and existing students whose families meet the means-tested eligibility criteria. The Foundation Bursaries are available to students for the length of their time at the school, subject to an annual re-assessment of eligibility.

In addition to the family meeting the financial criteria, the school will take into consideration the extent to which it is thought the student will benefit from the educational provision of the school and the extent to which the school is able to meet the student's needs.

To be considered for a Foundation Bursary, parents or carers must hold a validated Centrelink Health Care Card, a Pensioner Concession Card, or a Veterans Affairs Gold Card.



Special consideration will also be given to:

- families on a bridging visa, a temporary protection visa, who are in community detention or who are asylum seeker families
- students in out-of-home care
- students in statutory kinship care

The value of each Foundation Bursary is at the discretion of the principal and will normally be up to a maximum of one-quarter of the Annual Fee but not including the ICT levy. To apply, please contact the school at [finance@tomboLO.vic.edu.au](mailto:finance@tomboLO.vic.edu.au) in the first instance in writing.

The total number of available bursaries will be limited by the size of the Foundation Fund. In 2023 it is anticipated that three Foundation Bursaries will be offered. Not all students who apply for a Foundation Bursary will be successful.

## 2.2 Difficulties

The school understands that significant unexpected events can also impact families and their ability to pay school fees. If difficulties in paying are experienced or anticipated, families should contact the school at [finance@tomboLO.vic.edu.au](mailto:finance@tomboLO.vic.edu.au) in the first instance in writing and include a proposal for settlement of the account.

## 2.3 Camps

The Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend activities like:

- School camps or trips
- Swimming and school-organized sports programs
- Outdoor education programs
- Excursions and incursions

CSEF is a Victorian government allowance to assist low-income families with Health care cards or Pension cards. The allowance is applied to your account as a credit. For further information, please contact [Finance](#) or see <https://www.vic.gov.au/camps-sports-and-excursions-fund>

## 2.4 Notice to withdraw your child from School

To plan for the school's staffing, resourcing, financial management, and student enrolments, the Enrolment Agreement requires a **full-term notification** of a student's withdrawal.

Parents are reminded that any notice of withdrawing a student must be sent in writing to the Principal, with a minimum of one full term's notice in advance i.e., by the first day of the term at the end of which the child proposes to leave. If not, a term's fees will be charged in lieu of notice, in accordance with the Enrolment Agreement.

