



Fee Policy



Fees are an integral part of the overall funding of OLSH College. Income from school fees paid by all families complements funding the College receives from the State and Australian governments for your daughters education. The College Board has the responsibility of administering the College's finances and has direct control in the setting and administration of fees each year.

The Board has set an income based fees policy based on their awareness of the different financial capacity of families in our community. As a Catholic Community, we have an obligation to support those families who are less fortunate and ensure all daughters are offered a Catholic education. The College and families have a mutual responsibility to engage in the support of their daughter/s education, including the payment of fees annually in a timely manner as committed during the enrolment process. All students are enrolled on the understanding that fees will be paid promptly in the year in which they are incurred. It is the parent/caregiver's responsibility to meet with the Business Manager or Finance Officer if experiencing genuine financial difficulty and this is done on an annual basis at the start of each year.

Parents/caregivers paying school fees on time will allow our College to provide contemporary educational resources, payment of day to day operational requirements and maintain and upgrade all facilities, property and equipment. By doing this, we are able to provide a quality and contemporary education for all girls. We are also able to meet all our financial obligations to suppliers and financial institutions and minimise any interest charges as a result of not receiving payment of fees on time. Please note the College Board has the right to introduce new charges and notification of any charges will be in the College Newsletter.

Vocational Education and Training (VET) Fees

Students undertaking VET and external courses will be charged course fees upon enrolment and payment is expected at this time or regular payment is set up as per all College fees. VET fees are in addition to school fees and offered by external organisations who set the fees. OLSH College offers a subsidy scheme for students participating in VET through an application process.

School Card

Students eligible under the State Government guidelines for School Card will receive a discount on fees. Details of School Card eligibility will be available at the beginning of each school year and families must apply each year if they think they will qualify. Application forms are available through the Front Office. All school card families will be charged full fees and an adjustment to their account will be made upon the College receiving confirmation from DECD that their application is eligible. If deemed ineligible, families are able to reapply and must do so once notified of ineligibility.

Discounts

We also offer a number of discounts available to families where there are the same enrolling parents / guardians. Families choosing to pay in full by the end of term 1 school fees excluding

stationery, will receive a 5% discount off the fees. Families with more than one daughter at the College will receive sibling discount. If two daughters attend OLSH, 12.5% discount will be given to both daughters fees excluding stationery. If more than 3 daughters at OLSH, each daughter will receive 15% off of their fees excluding stationery. Families with children attending other catholic schools, will receive a 3% remission from their eldest daughters tuition fees.

Building Fund

OLSH College has a building fund and donations to the Building fund are tax deductible to help with the maintenance and development of College facilities which will benefit our current and future students.

Enrolment Exit

When students leave school of their own volition, the family must provide a minimum of one Term's notice in writing addressed to the Principal of their intention to withdraw their daughter/s from the College. Verbal notification or notification to a staff member other than the Principal, is not considered due notice. In the event a Term's notice has not been provided, a fee is payable which is the equivalent of one Term's Fee. This condition will also apply to students leaving at the end of the school year who have not provided advice prior to the end of Term 3.

Split Families

Please note we do not split family accounts as enrolling parents have joint and several liability for all costs. The College expects separated parents to mutually arrange payment of their daughter's full fees outside of the school.

Payment of Fees whilst student is absent

When a student is absent for a number of weeks or extended period of time including for holiday reasons etc, the Principal needs to be notified in writing. Fees are charged in full and payable during this time.

Non Payment of Fees

OLSH College relies on prompt payment of fees from all families to manage its own cashflow. When the College has been unsuccessful in contacting families on a number of occasions to collect outstanding fees and no correspondence or payment arrangement has been made, collection of the outstanding debt will be referred to a debt collection agency. Prior to this occurring, the family will be advised of the College's intention to place the account with a collection agency and given a final twenty one (21) days to pay. Once the debt has been given to a collection agency, all correspondence regarding the debt will be between the agency and the family, any collection costs incurred will be borne by the family.