

SCHEDULE OF FEES 2021

ENROLMENT FEE

A once only non-refundable enrolment fee of \$500.00 (for new families) is payable to accept an offer of enrolment.

KINDER FEES

Kindergarten program	Per term	Annual fee
3-year-old pre-kindergarten	\$ 677.75	\$2,711
4-year-old kindergarten	\$ 1,491.50	\$5,966

Fees are billed at the beginning of the year.

Quarterly, monthly, and fortnightly payment options are available for selection within your FACTS Management Portal.

Kindergarten fees information

- 3-year-old pre-kindergarten is offered for 6 hours per group in 2 sessions per week.
- 4-year-old kindergarten is offered for 16.5 hours per group, in three sessions.
- All fees apply to each week the kindergarten program is offered (i.e. 40 weeks per year) and is payable even if your child is absent.
- Kindergarten fees are not eligible to be included in the PVCC sibling discount program.
- Fees are billed annually and are payable through your FACTS Management Portal.
- One term's notice must be given to withdraw from either kindergarten program.
- Plenty Kids is registered as an approved Early Learning Centre so rebates (CCS Child Care Subsidy) offered by Centrelink may not apply. Families will need to contact Centrelink directly to clarify which benefits they may be eligible for.

Discount for payment of full years fees in advance

A 3% discount off the tuition fees component (2.0% for credit card - Mastercard/Visa) is given when the full year's statement is paid by **12 February 2021**. No discount is provided for fees received after this date.

Methods of payment

A number of payment options are available, please refer to 5.2.2 of the *PVCC 2021 Business Terms* for more details.

Direct debit from bank account, VISA or Mastercard – Fees are automatically paid from your bank account, VISA or Mastercard via the FACTS Management Portal. **Note:** All credit card payments will incur a 0.5% transaction fee.

EFTPOS/cash/cheque – Payments can be made at the Business Office.

BUILDING FUND

Voluntary donations to the Plenty Valley Christian College Building fund are tax deductible. Parents/guardians are encouraged to support the College with regular donations so that we can continue to provide excellent facilities. Please contact the Business Office for further details.

WITHDRAWAL OF A STUDENT

One full Term's notice is required in writing to the Principal before a student is withdrawn from enrolment at the College. If the required notice is not provided, then an additional fee of up to one full Term's fees will be charged.

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TERMS AND CONDITIONS OF ENROLMENT AND PAYMENT OF FEES

The college policies constitute a contract between the college and parents/guardians which is formalised on and by the fact of the first day of a student's attendance in 2021. The *2021 Schedule of Fees* should be read in conjunction with the *PVCC 2021 Business Terms, Enrolment Policy* and other terms and conditions of enrolment and policies available from the college office or website.

The signing of the enrolment form and acceptance of the enrolment offer is your agreement to the payment of fees. The non-payment of fees is a breach of the conditions of enrolment.

Families are reminded that fees will be billed in line with the signed enrolment documentation. Where this represents a split family, the responsibility to pay fees is to be worked out between the enrolling parties.

All parents/guardians are required to maintain an active login and account with FACTS Management who manage the tuition fee payments on behalf of Plenty Valley Christian College.

Accounts are due and payable by the relevant due date as per the submitted payment plan on FACTS Management Portal. Where a payment plan has not been established then a quarterly payment plan is the default option. It is the responsibility of parents/guardians to create an account with FACTS Management and select the preferred fee payment plan frequency.

A late payment fee of \$50 per student, per calendar month, may apply if a payment is not received by the college by the relevant due date and families will also be liable for any collection costs via our third-party collection company. Payments that default as part of an automatic payment plan will incur a fee of \$33 from our financial institution.

The college may not permit a student to re-enter classes in a new term when fees remain outstanding.

The college is entitled to withhold a student's results until their outstanding fees are paid.

Parents/guardians are responsible for payment of avoidable breakage or damage to school property caused by their child.

If families experience temporary difficulty in paying College fees, please contact the Business Office immediately.

CONTACT DETAILS

ADDRESS

Plenty Valley Christian College
840 Yan Yean Road, Doreen VIC 3754

Web: www.pvcc.vic.edu.au **Phone:** 03 9717 7400

BUSINESS OFFICE

Please direct any enquiries regarding fees to the Business Office.

Office hours: 8:30am to 4:30pm Monday to Friday

Ph: 03 9717 7400 E: accounts@pvcc.vic.edu.au

Registrar: Mrs Mardi Anderson

Ph: 03 9717 7400 E: mardi.anderson@pvcc.vic.edu.au

Finance Manager: Mrs Michelle Cothill

Ph: 03 9717 7400 E: michelle.cothill@pvcc.vic.edu.au

Business Manager: Mr Peter Bain

Ph: 03 9717 7400 E: peter.bain@pvcc.vic.edu.au