



Dear Parents and Carers,

2022 ANNUAL FAMILY FEE AND LEVIES AGREEMENT

Commencing in 2022, there are two tiers of School Fees open to families at Good Samaritan. They are:

Tier 1: Full School Fees

- total amount payable
- no discount or reduction in cost
- must complete attached fee agreement
- flexible payment options

Tier 2: Concessional Fees

- must meet eligibility criteria to qualify
- available by application using attached form
- reduced annual amount payable
- weekly payment schedule is fixed

FULL SCHOOL FEES

Family Fee

The family fee structure for 2022 will remain unchanged as follows: \$1500.00 per family

Student Levy

The student levy for 2022 has been increased by \$10.00 at each year level:

Foundation to Year 2:	\$310 per child (pays for all program costs and excursions)
Years 3 and 4:	\$340 per child (pays for all program costs and excursions)
Years 5 and 6:	\$635 per child (pays for all program costs, excursions and camp)

CONCESSIONAL SCHOOL FEES

Concessional (reduced) school fees are available to any family that meets the following eligibility criteria:

- of Aboriginal or Torres Strait Islander heritage
- holding an Health Care Card and eligible for CSEF
- Refugee, where the child has attended a school in Australia for less than five years
- experiencing severe financial hardship
- holding a DVA Gold Card

The reduced fees is automatic for a parent/guardian/carer responsible for the school fees who holds the eligible card listed above. A CSEF application must be submitted for a concession to be granted.

The concessional (reduced) school fees for eligible families are:

1 child:	\$15 per child per week, direct debit (\$780 per year or \$195 per term)
2 children:	\$23 for the family per week, direct debit (\$1,196 per year, or \$299 per term)
3+ children:	\$30 for the family per week, direct debit (\$1,560 per year, or \$390 per term)

The above fees cover both the family fee and student levies.

2022 Annual Family Fee and Levies Agreement

FAMILY DETAILS (THIS SECTION IS TO BE COMPLETED BY ALL FAMILIES)

Account details	
Surname:	First name:
Street Address:	
Suburb:	Post Code

Children attending this school			
	First Name	Surname	Year level /Class
1			
2			
3			
4			

FULL SCHOOL FEES

(THIS SECTION IS TO BE COMPLETED BY FAMILIES PAYING FULL FEES IN 2022)

Please indicate WHEN you will pay the School Fees in 2022	
In Full (payable by the end of Term 1)	Fortnightly commencing on ___/___/2022
Per Term (4 payments)	Weekly commencing on ___/___/2022
Monthly commencing on ___/___/2022	Other, please specify:

Please indicate HOW you will pay the School Fees in 2022
BPAY Biller Code: 125518 (Your BPAY reference number can be found on the top right-hand corner of your fees statement)
Cash/cheque/credit card/EFTPOS paid at the School Office
Direct Debit (If you already pay by direct debit you do not need to provide account details unless there is a change in amount or account details)

DIRECT DEBIT DETAILS:	
Bank/Financial Institution	
Branch	
Account Name	
BSB	
Account Number	

CONCESSIONAL SCHOOL FEES

(THIS SECTION IS TO BE COMPLETED BY FAMILIES APPLYING FOR CONCESSIONAL SCHOOL FEES)

Please indicate which category you are applying under	
Criteria	Indicate if applicable
Aboriginal or Torres Strait Islander heritage	<input type="checkbox"/>
Health Care Card holder	<input type="checkbox"/>
Department of Veterans' Affairs Gold Card holder	<input type="checkbox"/>
Department of Home Affairs ImmiCard (proof of identity card) holder	<input type="checkbox"/>
Refugee, where the child has attended a school in Australia for less than five years	<input type="checkbox"/>
Experiencing genuine financial hardship * Please make an appointment to discuss with the Principal	<input type="checkbox"/>

Card type (please indicate)		
Health Care Card <input type="checkbox"/>	Veterans' Affairs Gold Card <input type="checkbox"/>	ImmiCard <input type="checkbox"/>
Card no:	Card no:	Card no:
Expiry date:	Expiry date:	Expiry date:

Please attach the following forms (unless already provided)	
<input type="checkbox"/>	Completed direct debit request (DDR) service agreement or copy of Centrepay deduction authority for payment of the concessional amount
<input type="checkbox"/>	Completed Camps, Sports and Excursions Fund (CSEF) application form

DIRECT DEBIT DETAILS:	
Payment schedule:	Commencement date: ____/02/ 2022
1 child:	\$15 per child, direct debit per week.
2 children:	\$23 for the family, direct debit per week.
3+ children:	\$30 for the family, direct debit per week.
<p>1. All families receiving or requesting a fee concession must notify the school should their financial circumstances change sufficiently to affect the level of concession offered.</p> <p>2. Any offer of a concession is subject to the applicant entering into a direct debit agreement or Centrepay deduction arrangement. Any default in payment may result in the concession being withdrawn.</p>	
Bank/Financial Institution	
Branch	
Account Name	
BSB	
Account Number	

Declaration
I declare that:
<input type="checkbox"/> the card I have applied under is in my name and I am the person responsible for the payment of school fees
<input type="checkbox"/> I will notify the school if my card status changes during the year
<input type="checkbox"/> I understand that I must submit a new application in the instance where a new CSEF application form has been completed.

AGREEMENT (THIS SECTION IS TO BE COMPLETED BY ALL FAMILIES)

I understand that

- payment of my account is my responsibility;
- payment of school fees and levies is for the 2022 school year that commences on 28 January 2022; and
- should my account be placed in the hands of debt recovery consultants, then I will be charged all expenses relating to the recovery of my account and any default debt may be reported to a credit reporting agency.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: ____/____/ 2022

**This agreement must be completed and returned to the School Office
by no later than Friday 18 February 2022.**

Full all inquiries about the payment of School Fees please contact Linda Eaton, School Business Manager, 9308 6177 or accounts@goodsam.catholic.edu.au .

Information for applicants

Aim

To assist school families experiencing financial hardship in accessing a Catholic primary education for their child/children.

Confidentiality

At all times, the dignity and privacy of those seeking a fee concession will be respected.

Level of concession

School office staff can advise applicants of the concessional fee to be charged. This concessional fee is fixed annually by Melbourne Archdiocese Catholic Schools (MACS). Approved applicants will be charged only the annual concessional fee, which will cover all standard school fees and levies. If the applicant has become eligible under one of the eligibility criteria throughout the year, a pro-rata concession will be granted. In this instance, standard school fees and levies will be incurred for the portion of the year whereby the applicant was not eligible. To be eligible for the concession, the family must agree to either a direct debit or Centrepay deduction arrangement.

Eligible concession cards

Centrelink issues a number of concession cards for a variety of reasons. Some cards have a generous or no income test and therefore holders of these cards are ineligible for a fee concession under this program. Only Health Care Cards that are eligible for the CSEF are eligible for the School Fees Concession Program.

The card must be issued in the name of the fee payer and list the students for whom the concession is to be applied.

The expiry date of the card must be after 1 January of the year for which the concession is to be applied. If an eligible concession card expires after the start of the year, the concessional fee rate will still be applied for the entire year. If a family becomes eligible during the course of the school year, then a pro-rata concession will be granted.

Lodgment of application

An application should be lodged prior to the commencement of the school year so that it can be assessed and direct debit or Centrepay deduction arrangements can be initiated for the following year. Please follow the steps below:

1. Complete the school's application form, DDR service agreement or Centrepay deduction authority.
2. Submit the completed forms along with a copy of a valid card.
3. Complete and return the CSEF application form (where applicable).

Application forms

The following forms can be obtained from the school office:

1. School's application form.
2. School's DDR service agreement or copy of the Centrepay deduction authority.
3. CSEF application form.

Notification

Approved applicants will receive written notification of the outcome of their application for concessional fees from the school. Declined applicants will be contacted promptly to allow sufficient time to arrange a meeting with the Principal to discuss the fee structure.

Important notes

3. The concession is automatic for a parent/guardian/carer responsible for the school fees who holds the eligible card.

4. A CSEF application must be submitted for a concession to be granted.
5. Where the fee account is split, the concession applies to only that portion payable by the eligible card holder.
6. All families receiving or requesting a fee concession must notify the school should their financial circumstances change sufficiently to affect the level of concession offered.
7. Any offer of a concession is subject to the applicant entering into a DDR service agreement or Centrepay deduction arrangement. Any default in payment may result in the concession being withdrawn.
8. Should an application be considered ineligible, the applicant will be notified that the application has been declined. If the applicant is experiencing genuine financial hardship, they are encouraged to arrange to meet with the Principal.
9. For further information on Centrepay, please refer to:
<https://www.servicesaustralia.gov.au/organisations/business/services/centrelink/centrepay-businesses>.

OFFICE USE ONLY

Checklist	Completed	Date
Copy of card attached	<input type="checkbox"/>	
Signed DDR service agreement or Centrepay deduction authority attached	<input type="checkbox"/>	
Signed CSEF application form attached	<input type="checkbox"/>	
Approved/Declined letter signed by Principal attached	<input type="checkbox"/>	
Processed in debtor system	<input type="checkbox"/>	
CSEF application accepted	<input type="checkbox"/>	