

Sophia College PLAINLAND



2023 Schedule of Fees and Levies

Sophia College aims to provide a quality education for all students. The College, as a non-government school, does not receive sufficient grants from the Commonwealth and State governments to cover all running costs, and in order for this to be achieved, fees and levies are required to be charged.

The three main factors influencing Sophia College's fees and levies:

- a new government funding model which determines our school's fees are based on student needs and calculated on a Direct Measure of Income (DMI) score,
- a review of the sibling discount for consistency across all Brisbane Catholic Education schools, and
- the anticipated increase in staffing and education expenses for 2023

	Single Child	2nd Child	3 rd Child	4 th Child	5 th Child
Tuition Fee <i>(per student)</i>	\$1,400.00	\$1,052.00	\$700.00	\$352.00	\$0
Resources and IT Levy <i>(per student)</i>	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Capital Levy <i>(per family)</i>	\$700.00	\$0	\$0	\$0	\$0
Parents & Community Levy <i>(per Family)</i>	\$50.00	\$0	\$0	\$0	\$0
Laptop Bag <i>(new students only – invoiced in Term 1)</i>	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00
End of Year Activities <i>(all students – invoiced in Term 4)</i>	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Pastoral and Religious Life <i>(per student)</i>	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
ANNUAL TOTAL	\$3,458.00	\$2,360.00	\$2,008.00	\$1,660.00	\$1,308.00
YEAR 7 and YEAR 9 students ONLY					
Year 7 Camp	\$355.00	\$355.00	\$355.00	\$355.00	\$355.00
Year 9 Camp	\$355.00	\$355.00	\$355.00	\$355.00	\$355.00

Sibling discounts only apply for children from the same family who are enrolled at Sophia College.

School Fees and Levies are generated each term with families receiving an emailed statement. Charges such as Tuition Fee, Resources and IT Levy, Capital Levy, Parents and Community Levy and Pastoral and Religious Life are split over the four billing periods, whereas charges such as laptop bag, end of year activities and Year 7 Camp are invoiced in full the term the activity is occurring i.e Year 7 camp is held in Term 1 and will be invoiced in full in Term 1.

Fees are due 14 days from the day of issue. Please ensure fees are paid by these dates unless an approved payment plan has been put in place.

If annual fees are paid in full by end of February, families receive a 5% discount on the family tuition fee component only.

Fees and Levies collected at Sophia College are used for the following purposes which are aligned to the Vision and Mission of the College:

Capital Levy	To cover repayments on buildings and maintenance
Parents and Community Levy	To support the work of parents and the community within the College
Resources and IT Levy	This levy covers costs such as (but not exhaustive): <ul style="list-style-type: none"> • College annual magazine • Library fee/photocopying • Student diary/Lock • Pastoral activities • Subject costs/Excursions • Teaching and class consumables • Laptop • Textbook hire • Computer and peripheral hardware • Computer software/IT support
Laptop Bag	All new students will be issued with a laptop in 2023 to assist in the protection of the laptop.
Year 7 and 9 Camp	As part of building partnerships all Year 7 and Year 9 students will be required to attend camp. Families will be charged in Term 1. Any student not attending camp will be required to have a medical certificate to have any refund processed.
Pastoral and Religious Life	All students throughout the school year participate in retreats as part of the Religious Life of the College. This levy will be charged in Term 1.
End of Year Activities	To help offset the costs of the activities organised for the last week of the school year, families will be invoiced for this levy in Term 4.

ADDITIONAL CHARGES

The following items are some examples of activities that will be charged as additional costs to your fees and levies:

- Sport
- Choir/Music Lessons



METHODS OF PAYMENT

Families are invited to pay their College account via one of the following methods of payment:

- BPAY, Direct Debit, Credit Card or BPAY
- BPOINT - Online via Mastercard/Visa card through the College website by clicking the Enrolment tab, Enrolment Criteria Process and selecting 'Bpoint'
- EFTPOS – Debit and Credit Cards at the College Finance Office
- Qkr! by Mastercard

The College does not accept payment by cash and cheque.

Payment of the School Fee and Levy account can be by regular instalments. All payment plans must ensure the account is cleared by the last day of the school year or as negotiated with the Business Manager.

For those families experiencing short or long-term genuine inability to pay fees, we are committed to providing support to ensure that your enrolment is not compromised. Please refer to our concession policy for further information including the concession application process.

Families are encouraged to discuss the matter with the Business Manager as soon as convenient.

EXTENSION OF PAYMENT

If an extension is required, please contact the College Business Manager prior to when the debt is due.

CONFIRMATION OF ENROLMENT DEPOSIT

For students enrolling, a non-refundable deposit of \$100.00 will be charged, when the enrolment of the student is confirmed. *This is an administration fee and not credited off the family account.* The Confirmation of Enrolment deposit can be paid directly through the College website by clicking the Enrolment tab and selecting Enrolment Criteria Process/Enrolment Process/Point 4.

CONDITIONS RELATING TO TEXT HIRE

Sophia College operates a “Text Hire Scheme” for both print books and access to digital resources. These are the terms and conditions to which you agree when your child hires any items from the College’s hire scheme, in either print or digital form.

Students are issued with the textbooks/resources at the commencement of the school year or as required during the year, in either print and/or digital form:

- Students will be responsible for ALL PRINT AND DIGITAL TEXTS AND EQUIPMENT issued in their name via the textbook hire scheme. Full replacement cost will be expected for any damage, loss or theft of print items or equipment.
- All books and equipment on hire must be returned to the College BEFORE the student leaves school each year. Any print books or equipment that have been lost, stolen or damaged beyond what is deemed reasonable wear and tear will be charged to the family and requested to be paid for in full before the student leaves the school.

Any student with print books or equipment outstanding from the previous year will be ineligible to borrow from the hire scheme, until all outstanding responsibilities have been met.

All students are responsible for the digital versions of textbooks and must remove these from their digital devices at the end of each school year.

EXITING STUDENTS AND REFUND POLICY

4 weeks notification is required when a student leaves the College. Written notification must be forwarded to the Principal. At the Principal’s discretion, an adjustment to the Statement of Fees and Levies may be applied based on the number of weeks the student attended the College during the term.

Student textbooks, library books and laptops and all accessories e.g. lock and ID card are required to be returned to the College. If any of these items are not returned or requiring repair, a replacement cost will be charged to the family and issued with the final statement.

If any fees remain outstanding, they will be payable as per the normal payment terms and where appropriate, any fees in credit will be refunded.