

**SOPHIA**  
COLLEGE



# Schedule of Fees and Levies

# 2026

# Fee Structure

## **Tuition Fee:**

Based on Brisbane Catholic Education recommendations.

## **Resource & Student Levy:**

An all-inclusive fee that covers a wide range of resources and services essential to student education and well-being, including but not limited to:

- Textbooks, digital subscriptions, library resources
- Student ID card and diary
- Locker padlock and maintenance
- Pastoral care activities
- Subject-specific costs
- Sports and excursions (excluding co-curricular activities)
- Teaching and class consumables
- Laptop (issued in Year 7 and Year 10), hardware, software, IT support and laptop bag
- Camps, Retreats and Guest speakers

## **Capital Levy:**

*applicable to the first child only*

Contributes to the ongoing development and maintenance of school facilities along with capital loan repayments.

## **Parents & Community Levy:**

*applicable to the first child only*

Expenditure of these funds is managed through consultation between the Sophia Parent and Community Engagement (SPACE) group and the College Leadership Team.

## **Additional Charges:**

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

- House Bucket Hat – new students only
- Certificate Courses – Senior school
- External Qualifications – Senior school
- Replacement of locker padlock, ID card and Diary
- Replacement and Repairs to damaged laptops
- Kokoda Challenge
- End of Year Activities e.g. Wet n Wild Excursion
- Co-curricular eSports
- Co-curricular Performing Arts
- Japanese Excursion
- Choir/Music Lessons
- Co-curricular Sport i.e Representative Sport
- Senior Jersey

## Annual School Fees (per student)

The following table outlines the annual tuition fees and associated levies payable per student. Fees are structured based on the child's position in the family (e.g. first, second child, etc) and their year level grouping: Year 7-9 and Year 10-12.

Student	Fee Type	Years 7–9	Years 10–12
<b>First Child</b>	Tuition Fee	\$1,640.00	\$1,784.00
	Resource & Student Levy	\$1,976.00	\$2,400.00
	Capital Levy	\$ 890.00	\$ 890.00
	Parent & Community Levy	\$ 60.00	\$ 60.00
	<b>Total Annual Cost</b>	<b>\$4,566.00</b>	<b>\$5,134.00</b>
<b>Second Child</b>	Tuition Fee	\$1,232.00	\$1,340.00
	Resource & Student Levy	\$1,976.00	\$2,400.00
	<b>Total Annual Cost</b>	<b>\$3,208.00</b>	<b>\$3,740.00</b>
<b>Third Child</b>	Tuition Fee	\$ 820.00	\$ 896.00
	Resource & Student Levy	\$1,976.00	\$2,400.00
	<b>Total Annual Cost</b>	<b>\$2,796.00</b>	<b>\$3,296.00</b>
<b>Fourth Child</b>	Tuition Fee	\$ 412.00	\$ 444.00
	Resource & Student Levy	\$1,976.00	\$2,400.00
	<b>Total Annual Cost</b>	<b>\$2,388.00</b>	<b>\$2,844.00</b>

The College provides discount of the tuition fees for any second or subsequent children *enrolled under the same parent account*.

## Important Information

At Sophia College, we are committed to fostering a respectful, safe, and supportive learning environment for all members of our community. As part of this commitment, students are expected to uphold the standards set out in the College's Code of Conduct at all times.

Adherence to these behavioural expectations is a fundamental condition of enrolment. In instances where a student's behaviour does not align with the College's standards, families will be notified promptly. Please note that in such cases, **no fee refunds will be provided**.

This policy reflects the College's dedication to maintaining a positive school culture and reinforcing student accountability.

### Fee Responsibility:

The parent(s) and/or legal guardian(s) who have signed the **Enrolment Application and Financial Obligation Disclosure** are deemed jointly and severally liable for all tuition fees, levies, and any additional costs related to the student's enrolment at the College, unless otherwise specified by a Court Order.

If there is a legal arrangement affecting financial or parental responsibility (e.g., custody or payment orders), it is essential that the College receives a copy of the relevant documentation. In some cases, this may necessitate the completion of new enrolment contracts to ensure compliance with court directives.

Where a third party is nominated to pay fees, the responsibility for ensuring payments are made remains with the signing parent(s) or guardian(s).

### Billing Periods:

College fees and levies are billed **each term**, with families receiving an emailed statement detailing all charges. There are typically **four billing periods per academic year**, aligned with the school terms.

Unless otherwise arranged through an approved payment plan, fees are due **within 14 days** of the statement's issue date. Parents and guardians are expected to review each statement carefully and ensure that payments are made by the specified due dates.

### **Annual Fee Discount:**

Families who opt to pay their **full annual tuition fees by the end of February** will receive a **5% discount** on the tuition component only. This discount does **not** apply to levies or other charges.

### **Overdue Payments:**

Sophia College recognises that some families may experience financial hardship. We encourage any family facing such difficulties to contact the **College Business Manager** as early as possible to discuss payment options or support arrangements.

While we remain committed to working with families during challenging times, there is an ongoing expectation that all families will:

- Make every reasonable effort to meet their financial obligations, and
- Respond to all College communications relating to fees.

Where repeated reminders are disregarded or agreed-upon payment plans are not honoured, the College reserves the right to initiate recovery proceedings, including legal action, to recover outstanding amounts.

### **Absences:**

Please note that **no fee reductions or refunds** are applied for:

- Late returns to school at the start of a term,
- Absences during the term
- Early departures at the end of term, or
- Camps/Excursions.

This policy reflects the College's commitment to planning and resourcing educational programs on an annual basis, regardless of individual attendance variations.

# Methods of Payment

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



## BPAY, Direct Debit or Credit Card

To assist you in setting up your payment plan via one of these methods, please contact the finance office: [splafinance@bne.catholic.edu.au](mailto:splafinance@bne.catholic.edu.au) or telephone 54113400 to be put through to our friendly staff.

## BPOINT

Online via Mastercard/Visa card through the College website by clicking the Enrolment tab, Enrolment Criteria Process and selecting 'Bpoint'



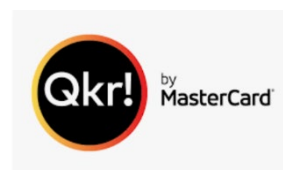
*The College  
does not accept  
payment by cash  
and cheque.*

## In Person

Payments can be made in-person through the College front reception:

- Debit card
- Credit card

**Qkr!** by Mastercard – see finance office to assist in setting up this app on your phone.



# Exiting Students

When a student is preparing to leave Sophia College, families are required to provide written notification to the Principal at least four weeks in advance of the intended departure date. This notice should include the student's name, the anticipated final day of attendance, and any relevant details regarding the transition.

This advance notice allows the College to make the necessary administrative and academic arrangements.

At the discretion of the Principal, an adjustment to the Statement of Fees and Levies may be applied, depending on the number of weeks the student was enrolled during the term. Please note that any such adjustments will be considered on a case-by-case basis.

All College property must be returned prior to the student's departure, including:

- Textbooks and library books
- College-issued laptops and accessories (e.g. chargers, locks, ID cards)

Any items not returned, or returned in damaged condition, will incur a replacement or repair charge, which will be reflected in the final account.

Outstanding fees must be paid in full in accordance with the usual payment terms. If the student's account is in credit, a refund will be issued to the appropriate party.

We thank you for your cooperation in following these procedures, which help ensure a smooth and respectful transition for all involved. For any questions or further clarification, please contact the College Administration Office.

## Textbook Hire Scheme

As part of the textbook scheme, students are issued with textbooks and digital resources at the beginning of the school year or as required throughout the year, in either print or digital format. We kindly request that you review and understand the following terms and conditions, which your child agrees to when participating in the hire scheme:

### **1. Responsibility for Print and Digital Items:**

- Students are responsible for ALL PRINT AND DIGITAL TEXTS AND EQUIPMENT issued in their name through the textbook hire scheme.
- In the event of damage, loss, or theft of print items or equipment, students will be expected to pay the full replacement cost.

### **2. Return of Print Books and Equipment:**

- All books and equipment obtained through the hire scheme must be returned to the College BEFORE the student leaves school each year.
- If any print books or equipment have been lost, stolen, or damaged beyond reasonable wear and tear, the family will be charged for the cost of replacement. This payment must be made in full before the student leaves the school.

### **3. Ineligibility for Borrowing:**

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

### **4. Responsibility for Digital Versions:**

- All students are responsible for the digital versions of textbooks.
- At the end of each school year, students must remove the digital versions of textbooks from their digital devices.

We kindly request that you discuss these terms and conditions with your child to ensure their understanding of their responsibilities. By participating in the Text Hire Scheme, your

child will have access to the necessary resources for their studies while attending Sophia College. If you have any questions or concerns regarding the Text Hire Scheme or its terms and conditions, please don't hesitate to contact the school administration.

## Need Further Information

For any questions or support regarding your fee account, our friendly Finance Team is here to help.

Please don't hesitate to reach out via email at [splafinance@bne.catholic.edu.au](mailto:splafinance@bne.catholic.edu.au).

We are always happy to assist you in understanding your account or discussing available payment options.

Our full **Fees and Concessions Policy**, including details on family discounts and financial assistance, is available on the College website.