

fee schedule 2024

8 September 2023

Dear Parents

As you would be aware, the Board of Directors of Ballarat Clarendon College has many significant oversight and governance responsibilities. In reviewing the budget and setting tuition fees, the Board must balance the goals and objectives of the school with our aspiration to maintain relative affordability for the educational opportunities Clarendon provides its students and families.

Over the course of 2022-2023, the Board has continued to invest in the professional learning for all staff – both teaching and operational. Improving the quality of the teaching of our robust and sequenced knowledge-rich curriculum is the most significant driver in improving student outcomes. Additionally, the Board's commitment to Clarendon's physical environment has seen significant work being undertaken to develop the Raglan Street classrooms at the Junior School as well as the development of the multipurpose playing facilities and the Science facilities at Sturt Street to ensure that our students have exceptional spaces in which to learn and make progress. Every decision we make is in the service of ensuring that our students make optimal progress in the pursuit of their dreams and ambitions. The Board's commitment to outstanding student outcomes, robust professional learning and quality infrastructure and growth is as strong as ever.

With these factors in mind and in setting the budget, the Board has determined that the annual fee increases for 2024 range between \$1,540 and \$2,560, an average of 7%.

Tuition fees and boarding fees for 2024 have now been ratified by the Board and I provide formal notification of the 2024 fee schedule in the attached pages.

Consistent with previous years, I have included a diagram showing an overview of the basic components of our 2024 budget income and recurrent expenditure.

Email advice on the process for Confirmation of Place and Update of Medical Details (previously re-enrolment) for the 2024 academic year will be forwarded shortly. Confirmation of Place and Update of Medical Details must be completed by Friday 3 November 2023.

As we look towards 2024, I want to acknowledge the extraordinary contribution of David Shepherd OAM, who is retiring after 27 years of exemplary, values driven leadership. Much more will be said about David's vision and drive over the coming months. Suffice to say that we are indebted to David for steering Clarendon to the position it now holds as a world-class school. As I announced in July, Jen Bourke will assume the role of Principal in January next year. Her deep understanding of Clarendon's strategic direction and values will ensure stability and continuity for our community.

Clarendon continues to be an exciting place to be part of and, on behalf of the Board, I would like to extend our gratitude to all parents for your continued support across the school community.

Yours sincerely



Mark Patterson

Chair, Ballarat Clarendon College Board of Directors

notice to parents

overseas students

CRICOS Provider Code: 00557G

fee schedule 2024

The International Student Written Agreement (**Agreement**) constitutes a contract between Ballarat Clarendon College and Parent(s)/Guardian(s). Overseas applicants proposing to attend Clarendon will need to be sufficiently fluent to undertake studies in the English language.

The 2024 overseas student fee schedule should be read in conjunction with the Agreement and other policies.

TUITION FEE

Year Level	Parent Contribution (A\$ per year)	Parent Contribution (A\$ per instalment)
Junior School		
Prep	A\$23,590	A\$11,795
Year 1	A\$24,160	A\$12,080
Year 2	A\$24,720	A\$12,360
Year 3	A\$25,290	A\$12,645
Year 4	A\$25,840	A\$12,920
Middle School		
Year 5	A\$27,860	A\$13,930
Year 6	A\$28,660	A\$14,330
Year 7	A\$31,800	A\$15,900
Year 8	A\$34,950	A\$17,475
Year 9	A\$36,520	A\$18,260
Yuulong	A\$ 6,700	A\$ 3,350
Senior School		
Year 10	A\$37,980	A\$18,990
Year 11	A\$39,100	A\$19,550
Year 12	A\$39,100	A\$19,550

All fees stated in this document are in Australian dollars.

Annual tuition fees for overseas students not eligible for government funding will be billed in two instalments. A reduced fee will be calculated for students attending for less than a semester. A student normally will not be permitted to commence unless accounts have been paid by the due date or a formal arrangement made with the Business Manager – Finance prior to the due date.

The tuition fee covers most curriculum expenses including year-level camps and class excursions. Fees and charges levied by Clarendon directly related to the provision of an approved course of education are exempt from GST.

Other costs that may be incurred include individual music tuition, student-caused damage to property or false fire alarms, taxi fares and phone calls. Fees for incidentals will be billed in arrears and are due and payable 30 days from billing.

Fees will be levied for overseas trips and special functions. Parent(s)/Guardian(s) will be advised in advance of these fees which will be payable on the acceptance of a student's participation in the activity.

BOARDING FEE

Year Level	Parent Contribution (\$ per year)	Parent Contribution (\$ per instalment)
Year 7	A\$17,250	A\$ 8,625
Year 8	A\$17,250	A\$ 8,625
Year 9	A\$17,250	A\$ 8,625
Year 10	A\$24,560	A\$12,280
Year 11	A\$24,560	A\$12,280
Year 12	A\$24,560	A\$12,280

Overseas applicants proposing to attend Clarendon as a boarder must attend on a full-time basis, have the financial capacity to cover all expenses, including return air fares and living costs, and must be of good health.

Annual boarding fees for overseas students not eligible for government funding will be billed in two instalments. A student will not normally be permitted to commence unless accounts have been paid by the due date or a formal arrangement made with the Business Manager – Finance prior to the due date.

GST payable on the food component of boarding fees is included in the schedule above.

Additional charges may apply to boarders. These may include travel, social activities and expenses incurred by Clarendon acting in loco parentis, such as course and material costs, stationery, textbooks and uniform. Where Clarendon is required to arrange accommodation (referred to as 'homestay') during holiday periods with a host family, a charge will apply and fees will be charged as agreed with the host family.

YUULONG REMOTE CAMPUS FEE

The 2024 fee for attendance at the Yuulong remote campus during Year 9 is A\$6,700. This is a subsidised fee which covers part of the cost of transport, food and accommodation and will be billed in two equal instalments of A\$3,350. All students attending Yuulong are required to pay this fee. It is not covered by any scholarship or bursary awarded by Clarendon. Boarders attending the Yuulong campus will not be charged a boarding fee for the period they are at Yuulong.

PERFORMING ARTS

Lesson	No. of lessons	Parent contribution (term fees)
30-min individual music – Term 1	8	\$384.00
30-min individual music – Term 2	9	\$432.00
30-min individual music – Term 3	8	\$384.00
30-min individual music – Term 4	9	\$432.00
30-min individual speech/drama – Term 1	8	\$384.00
30-min individual speech/drama – Term 2	9	\$432.00
30-min individual speech/drama – Term 3	8	\$384.00
30-min individual speech/drama – Term 4	9	\$432.00
30-min group theory/singing – Term 1	8	\$384.00
30-min group theory/singing – Term 2	9	\$432.00
30-min group theory/singing – Term 3	8	\$384.00
30-min group theory/singing – Term 4	9	\$432.00

Music tuition fees and other incidental charges for individual, paired or group Performing Arts lessons are levied in advance of the term.

Instruments can be hired through the school. Please note that, if an instrument is lost or damaged, the cost to replace or repair will be billed to your fee account.

Accompaniment fees for rehearsals and exams are additional if applicable.

Further information can be obtained from the Performing Arts Centre.

REGISTRATION FEE

A registration fee of A\$150 is charged for the registration of each overseas student. This fee is not refundable and its payment does not guarantee the offer of a place at Clarendon for the child.

ENROLMENT DEPOSIT

Overseas students pay A\$500 which is refundable at the completion of the course.

OVERSEAS STUDENT ADMINISTRATION FEE

A fee of A\$850 is charged to cover general administration expenses and is not refundable.

STUDENT CAPITAL LOAN SCHEME

Overseas student pay A\$500 which is refundable at the completion of the course.

OVERSEAS STUDENT HEALTH COVER

Overseas students are required to have health cover in place for the duration of their stay in Australia and the fee will vary depending on the period required. The relevant fee will be calculated and advised by Clarendon in the place offer or available upon request.

NOTEBOOK COMPUTERS

Students in Years 5 to 9 are required to purchase a tablet computer through the Ballarat Clarendon College program. Students in Years 10 to 12 requiring a notebook or tablet computer may also purchase one through Clarendon's program. The notebook or tablet fee may change from year to year according to the models, supplier and brand available at the time of purchase/lease. Further details regarding the notebook program are in the Notebook Policy, available on hub.clarendon.vic.edu.au.

VOLUNTARY BUILDING FUND/SCHOLARSHIP FUND/LIBRARY DONATIONS

Families may wish to make a voluntary donation to our Building Fund, Scholarship Fund or Library. Donations over A\$2 are tax deductible in Australia.

Voluntary Building Fund donations contribute to the purchase and/or construction of buildings which otherwise would be delayed or unattainable due to a lack of finance. These buildings contribute to the current and future infrastructure enabling us to focus on continuing to provide exceptional learning experiences for our students.

Voluntary Scholarship Fund donations provide financial support to students who may not otherwise have the opportunity to attend Ballarat Clarendon College. Scholarships are offered for Academic, Performing & Visual Arts and Excellence. Information regarding the Scholarship program is available on hub.clarendon.vic.edu.au.

A voluntary tax deductible Scholarship or Building Fund donation of A\$50 per instalment is shown on each family's statement. This amount has not been added to the total amount payable on the statement. To make a voluntary Scholarship or Building Fund donation, families are asked to tick their selection and add the amount to the total amount before returning the remittance advice with their payment.

Voluntary donations made to the Library provide support for resources and are tax deductible.

WITHDRAWAL OF STUDENTS – FEE IN LIEU OF NOTICE

A term's notice in writing must be received by the Principal before a student leaves or a boarder becomes a day student. Should written notice not be provided within the specified timeframe, a charge of up to **half an instalment's fee** will be levied. Notice of withdrawal should include the reason for withdrawal.

PAYMENT OF FEES

Fees are due and payable 30 days from billing with accounts rendered as set out below.

Instalment	Billing Date
Instalment 1	6 October 2023
Instalment 2	19 April 2024

Reminder statements and accounts for incidentals will be sent out during the year with a final account issued in December, incorporating any remaining charges for the year.

Fees may be paid by cheque, BPay, PayID, direct debit, credit card or online via our website. Clarendon does not levy an administrative fee for payments made by credit card. Bank account details will be provided on request for direct transfer of funds. Cheques are to be made payable to **Ballarat and Clarendon College.**

An administration fee may be levied for each additional Statement issued arising from late payment of accounts or for failure (for any reason) of a financial institution to honour a cheque or electronic transaction.

TUITION AND BOARDING FEE REFUND POLICY

Clarendon will provide a refund to the student or to the person specified in the written agreement in accordance with the following conditions:

- the application for registration fee and enrolment deposit are not refundable;
- overseas student health cover will be refunded in full if not already paid to the Health Fund by Clarendon on behalf of the student;
- refunds will be made in Australian dollars to the applicant's home country, unless otherwise requested in writing and agreed to by Clarendon;
- Clarendon will refund, within four weeks after receiving a written request, all tuition and boarding fees paid in the event that the student's visa application is rejected by the Australian Immigration authorities and the student or their parent/guardian can produce evidence to this effect;
- Clarendon will refund, within four weeks after receiving a written request, all unexpended monies paid (except amounts stated in Clause a) above) in the event it is determined by the school prior to commencement that the student is unable to commence at Clarendon;
- if the student defaults by not starting on the agreed date and has not previously withdrawn or withdraws either before or after the agreed starting day, then Clarendon will refund the total of the tuition and boarding fees, less the following deductions, within four weeks
 - general administration expenses – the lesser of 5% of the total Tuition Fee received or A\$250
 - travel, accommodation and other domestic services expenses incurred by Clarendon that cannot be offset by providing the service to someone else
 - course materials expenses already incurred
 - course fees proportional to the amount of the course provided before the default day, which is deemed to be the day on which the school received notice of the default in writing from the student;
- all requests for refunds must be made in writing to the Business Manager – Finance.

The student's liabilities in the above areas will be provided in a statement from the Business Manager – Finance. This agreement does not remove the right to take further action under Australia's consumer protection laws or the student's right to pursue other legal remedies.

OTHER INFORMATION

Extended Student Absences

Parent(s)/Guardian(s), who wish for their child(ren) to take an extended leave of absence and have the enrolment place(s) guaranteed, must ensure they read the Holding a Place for Extended Student Absence Policy as certain terms and conditions may apply.

Financial Hardship

Parent(s)/Guardian(s), who may be experiencing financial hardship, should make contact with the Business Manager – Finance to discuss possible payment solutions.

FURTHER DETAILS

For more details regarding Clarendon fees and charges, please refer to the Enrolment Policy. Other relevant documentation includes the College Rules and the Student Details Policy. These documents can be obtained from hub.clarendon.vic.edu.au [here](#) or the website [here](#) or by contacting Clarendon.

overview of the basic components of 2024 budget

