

Pymble Ladies' College

COLLEGE FEES FOR OVERSEAS STUDENTS 2023

ENROLMENT FEES

Application Fee: \$440 (incl GST) **Acceptance Fee:** \$2,000 (incl GST) **Entry Fee:** \$2,400

All Enrolment Fees are non-refundable and are not credited towards Tuition Fees. The Application Fee is to be paid on completion of the online Application for Enrolment. The Acceptance Fee is payable when the offer of a provisional place is accepted. The Entry Fee is payable after the student has been interviewed and the place is confirmed.

TUITION AND BOARDING FEES

All fees are in Australian dollars (AUD). Fees are set annually by the College Board and are subject to change. Any changes in fees will apply to both new and existing enrolments. Annual changes in fees do not constitute a change in Conditions of Entry and Continuing Enrolment terms and conditions.

Tuition Fees		Fee per Annum	Billing Instalments	Fee per Instalment
JUNIOR SCHOOL	Kindergarten, Years 1, and 2	\$33,897.00	2	\$16,948.50
JUNIOR SCHOOL	Years 3 and 4	\$36,351.00	2	\$18,175.50
JUNIOR SCHOOL	Years 5 [^] and 6 [^]	\$37,223.00	2	\$18,611.50
MIDDLE SCHOOL+	Years 7 [^] and 8 [^]	\$44,933.00	2	\$22,466.50
UPPER SCHOOL+	Years 9 and 10	\$45,393.00	2	\$22,696.50
SENIOR SCHOOL+	Years 11 and 12	\$45,560.00	2	\$22,780.00
Boarding Fees		Fee per Annum	Billing Instalments	Fee per Instalment
BOARDING FEES*	Years 7 to 12	\$31,168.00	2	\$15,584.00

* Boarding Fees are payable in addition to Tuition Fees. Fees include GST charged on the food component
+ An Extended Day Student Program is available for Years 7 to 12 at \$50 per day, inclusive of GST on food
^ A compulsory IT Levy is payable in addition to Tuition Fees for these year groups, for details refer to the Compulsory IT Levy section

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COMPULSORY IT LEVY YEAR 5 - 9

IT Levy	Fee per Annum	Billing instalment
Year 5 *	\$450	1 – January 2023
Year 6 *	\$350	1 – January 2023
Year 7+	\$775	1 – January 2023
Year 8+	\$600	1 – January 2023
Year 9	From 2024 only	N/A

* Students in Years 5 and 6 will be charged a compulsory annual iPad charge. The iPad remains the property of the College.

+ The College has a compulsory “Choose your Own Technology” model in place for Years 7 to 9. A College-owned and managed laptop (student choice of HP or Mac) will be provided to students in Year 7, and the student will own the device only after the completion of Year 9. As 2023 is the second year of the program, the IT Levy will only apply to Year 7 and Year 8 in 2023 and will include Year 9 from 2024.

INVOICE TIMING AND DUE DATES

Timing	Charges billed	Due date*
Invoice 1 Mid-January	Tuition and Boarding (one-half of annual fees) plus: ancillary charges for all year groups optional: Voluntary Building Fund Donation	First day of Term 1 Tuesday 31 January 2023
Invoice 2 Mid-April	Ancillary charges for all year groups optional: Voluntary Building Fund Donation	First day of Term 2 Wednesday 26 April 2023
Invoice 3 Early July	Tuition and Boarding (one-half of annual fees) plus: ancillary charges for all year groups optional: Voluntary Building Fund Donation	First day of Term 3 Tuesday 18 July 2023
Invoice 4 Early October	Ancillary charges for all year groups	First day of Term 4 Tuesday 10 October 2023
Invoice 5 Mid-December	Ancillary charges for all year groups	Friday 29 December 2023

* An Administration Fee of \$100 will be applied the day following each of the due dates if the family account is unpaid.

Invoices are due on dates specified above unless you have made other arrangements that have been agreed with the Chief Financial Officer in advance of the due date of the invoice.

Invoices can only be sent to the person/parent(s) responsible for fees as per the signed conditions of enrolment and cannot be split by child or accommodate separate payment arrangements within families.

TUITION FEE INCLUSIONS

The Tuition Fee covers curriculum teaching and compulsory or any whole of year group incursions, excursions, and camps, including Year 9 Residential Program. Refunds will not be given for any students who do not attend these compulsory programs. An excursion which takes place in a given year does not guarantee that the excursion will take place in the next or subsequent years.

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ANCILLARY CHARGES

Ancillary charges, where applicable, are payable in addition to Tuition Fees. These charges include, but are not limited to excursions, subject material charges and co-curricular activities such as Sport, Dance and Music. We are unable to estimate your daughter(s)' annual ancillary charges as it is dependent on year group, subject selection and number and nature of co-curricular activities.

YEAR 12

The annual Boarding Fee for Year 12 students is payable regardless of whether the student remains in boarding for the duration or part thereof of Terms 2, 3 and 4 and subsequent to the final HSC exam dates.

SIBLING DISCOUNT

The annual allowances for fee-paying sisters concurrently attending the College from 2023 are:

Sibling Discount	Second child	Third child	Fourth and subsequent child
Tuition*	\$900	\$4,500	\$15,000
Boarding^	\$7,275	\$14,550	\$14,550

* Where multiple discounts may otherwise be applicable, including scholarships, allowances and staff discounts, the total discount will be limited to the value of the largest discount which is available. The only exception is the Boarding sibling discount which applies in addition to any other discount.

^Boarding sibling discounts will apply in addition to other discounts including the Tuition sibling discount.

VOLUNTARY DONATIONS TO THE BUILDING FUND

Donations to the Building Fund of \$300 are shown on the first and third invoices for the year: January and July. These amounts are optional and are therefore not added to the total owing on your family account. These tax-deductible contributions are not compulsory. If you do not wish to contribute to the Building Fund, simply pay the 'Closing Balance' amount on your invoice, as this excludes the donation.

ADDITIONAL COSTS FOR OVERSEAS STUDENTS

- Overseas Student Health Cover, estimated at \$500 per annum family is required for the duration of the visa. This is to be arranged by the family.
- School uniform (summer, winter, and sports uniforms, but not including school or sports shoes) at approximately \$2,100 in the first year; thereafter cost dependent upon rate of replacement required.
- Textbooks and stationery at approximately \$1,200 per year, depending upon the subjects chosen.
- NSW Education Standards Authority (Year 12 only) examination marking fee \$1,220 (estimate).
- iPad Program for Years 5 and 6 as outlined in IT Levy.
- Choose Your Own Technology (CYOT) Program (Year 7 and 8 only in 2023) as outlined in the IT Levy.
- Bring Your Own Technology (BYOT) Program (Years 9 to 12 in 2023). Parents may choose to supply a laptop of their choice that meets College requirements or choose from a range of College recommended laptops. Estimated cost is \$1,700.
- Boarders may incur incidental costs which are not covered by the Boarding Fee such as personal care items, pocket money and the cost of travel to and from the airport.
- Ancillary charges are payable in addition to Tuition Fees. We are unable to estimate students' annual ancillary charges as it is dependent on year group, subject selection and number and nature of co-curricular activities chosen.
- Voluntary Building Fund donations.

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METHODS OF PAYMENT OF FEES FOR OVERSEAS STUDENTS

To pay fees you will require your Family Reference Number and BPAY Reference Number. These can be found on the top right-hand side of your invoice or under your "user details" on *MyPymble* portal by clicking on your profile picture. Credit card payments can be made via the 'Pymble Payments' page on our website or by using the 'Make a Payment' button located under the finance reference codes noted above on the *MyPymble* portal.

Credit card payments for all methods of payment incur a surcharge of 1.4 per cent for Visa and Mastercard, 0.95 per cent for American Express and 1.76 per cent for Union Pay. There are no fees or surcharges for BPAY payments (Biller Code: 57158) or for amounts direct debited from bank accounts under the payment plan option.

The College offers the payment of fees by one of the following options only. To reduce the likelihood of fraudulent activity we will never request payment of fees via a link within an email or text message:

- **Payment on invoice in full, by due date** via BPAY or credit card.
- **Payment of Tuition and Boarding Fees in Advance.** A discount of 2.5 per cent is applied to fees prepaid for at least one full year. Fees in advance for the 2023 year must be received in full by 4 January 2023 to receive the discount. You must pay the scheduled fee in full (no discount deducted) and email finance@pymblelc.nsw.edu.au for the full discount to be subsequently applied to your first invoice for 2023. Further information, including terms and conditions and details of further discounts available for prepaying more than one year in advance, is available at [Fees in Advance](#).
- [Edstart](#) provides an alternative payment plan option. The College does not endorse Edstart, who are an external service provider. This option is provided to parents for information purposes only. To find out more see the [Edstart website](#).
- Cash or direct deposits from Australian or overseas banks to the College bank account are not accepted.

ADMINISTRATION FEE

An Administration Fee of \$100 will be applied the day following each of the due dates to all unpaid family accounts. The College does not charge interest on overdue accounts. The Administration Fee is to compensate the College for the additional administration necessary when invoices are not paid as and when they fall due. If at any time during the year a family becomes aware that they will have difficulty paying fees by the due dates, they must contact finance@pymblelc.nsw.edu.au **prior to the due date** of the next invoice to discuss their circumstances or an Administration Fee will automatically be applied immediately after the due date.

WITHDRAWAL OR TRANSFER OF A STUDENT

The withdrawal of a student requires at least one full school term's notice, in writing to the Principal, otherwise 25 per cent of the annual Tuition Fee and Boarding Fee (where applicable) in lieu of notice will be payable. **The notice must be provided on or before the last day of the preceding term. Notice received in the school holidays prior to, or during the term prior to withdrawal is considered insufficient notice.** This notice period is required to enable the College to identify and enrol a replacement student and therefore minimise loss of income to the College

The Board of Studies' requirements state it is compulsory to advise the College in the notice of withdrawal of the name of the school to which the student is transferring. The transfer of a student from Boarding to Day Girl status also requires one full school term's notice in writing to the Principal on or before the last day of the preceding term, otherwise 25 per cent of the Boarding Fee in lieu of notice is applicable. The annual Boarding Fee for Year 12 students is payable regardless of whether the student remains in Boarding for the duration or part thereof of Terms 2, 3 and 4 and subsequent to the final HSC exam dates.

CONDITIONS OF ENROLMENT

This document should be read in conjunction with the Conditions of Entry and Continuing Enrolment that were agreed to prior to commencement. Annual changes in fees do not constitute a change in Conditions of Entry or

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Continuing Enrolment terms and conditions.

CONDITIONS APPLICABLE TO OVERSEAS STUDENTS

- Where fees in lieu of notice are to be charged in respect of an Overseas Student withdrawing with insufficient notice, they will be charged at the Overseas Student Tuition Fee rate.
- Where the visa status of an Overseas Student changes to a temporary or permanent resident, Tuition Fees will continue to be levied at the Overseas Student Tuition rate until the date the visa status change becomes active. Parents must undertake to advise the College within seven days of receipt of any such change in status.
- In addition to the College Conditions of Entry and Continuing Enrolment, there will be no refund of fees for an Overseas Student where enrolment is cancelled for the following reasons:
 - Failure to maintain satisfactory course progress (visa condition 8202)
 - Failure to maintain satisfactory attendance (visa condition 8202)
 - Failure to maintain approved welfare and accommodation arrangements (visa condition 8532), if applicable.
- The Overseas Student agrees to allow the College to open a learning profile account in the student's name and required contact details with the NSW Education Standards Authority for the purpose of recording the study program.
- Any amounts paid to an Education Agent by the Parent in respect of the Overseas Student are not covered by the College's Conditions of Entry and Continuing Enrolment.
- In the event of a significant or critical welfare issue involving the Overseas Student, and if determined necessary by the College, a parent, carer, legal guardian or approved relative agrees to travel to a designated location within two days to assume care of the student until the situation has been resolved to the College's satisfaction.

REFUND POLICY FOR OVERSEAS STUDENTS

- Application, Acceptance and Entry Fees paid are non-refundable.
- All refunds will be paid to the person who enters into the written agreement with the College and will be paid in Australian dollars.
- If a visa application is refused by the Department of Immigration, such that the Overseas Student cannot undertake the course, the College will refund any unspent Tuition Fees where evidence of the refusal by the relevant authorities is provided.
- If the Overseas Student does not start the course on the agreed day unspent Tuition Fees will be refunded within four weeks of written notice.
- If the Overseas Student cannot start the course on the agreed day or cannot continue in the course as the College cannot offer or continue the course, all unspent Tuition Fees will be refunded within four weeks.
- Requests for a refund under this policy should, in the first instance, be advised to the Enrolments Department at enrol@pymblelc.nsw.edu.au together with all relevant details and supporting evidence. The Enrolments Department will advise College Finance of any refunds approved for payment.
- In the event the College is unable to deliver an agreed alternative course, or a refund, the Overseas Student can seek assistance from the Australian Government's Tuition Protection Service (TPS). [Click here](#) for further information.
- This agreement, and the availability of complaints and appeal processes, does not remove the right of the Overseas Student to act under Australia's consumer protection laws.