



ST. COLUMBA'S CATHOLIC PRIMARY SCHOOL

Dear Parents,

In 2017 your Family Fee account will be issued during first term. This account will itemise the total costs for the whole year, except for those students enrolled in the Three Year Old Programme. A fee statement for this programme will be issued each term.

EFTPOS and Credit Card facilities are available at the front office. BPAY details will be printed on the account. The School's fee structure and budget rely heavily on fees being paid promptly. We look forward to your co-operation with this.

The following methods of payment will be available:

Annual Payment:

For families that pay their fee in full by Thursday March 9, 2017, there will be a 3% discount on the tuition portion of the fees.

Periodic Payments:

You are welcome to pay your school fees by periodic payment or direct debit as either:

15 fortnightly payment beginning March 6 2017 and ending on 18 September 2017.

Or

7 monthly payments due on the first of each month from March – September 2017.

No reminders will be sent for these periodic payments.

Direct Debit:

We are also able to establish a direct debit from your nominated bank account. Please email the school office should you require a direct debit form to be emailed to you.

Families who intend paying by periodic payments, must advise the office of the details prior to March 9, 2017.

Difficulties with fee payment:

If you are having difficulties making your fee payments, please make an appointment to discuss the situation with the Principal.

Catholic Education Assistance:

Catholic Education WA can further assist holders of a means tested Health Care Card or Pensioner Concession Card. Please contact the office by February 3 should you have an eligible card.

Notice of Withdrawal:

Parents are required to give ten weeks written notice in term time if their enrolled children will not be returning to St. Columba's Catholic Primary School. Failure to comply with this policy will result in a charge of one term's fees in lieu of notice.

We look forward to your co-operation with these arrangements. Please contact the office should you have any questions.

Yours sincerely,



Allen McMahon
Principal

24 January 2017