

San Sisto College

Women of Integrity Shaping the Future



2025



FEES POLICY & FEE SCHEDULE

Enrolment Fees

Application Fee	\$140	This fee is payable on the submission of Application of Enrolment. <i>(Non-refundable or Transferrable)</i>
Acceptance Fee	\$500	<i>This fee will be introduced from 2026.</i> Fee is payable when student is offered a place at the College. <i>(Non-refundable or Transferrable)</i> \$250 if sibling currently attending the College
Confirmation Fee	\$500	This fee is payable 6 months prior to student commencement at the College. This Fee will be deducted from Term 1 Tuition Fees. <i>(Non-refundable or Transferrable)</i>



Annual Fees 7-12 (Domestic Students)

ALL COMPULSORY FEES AND
LEVIES
(EXCL. ELECTIVE CHARGES)
ARE CHARGED QUARTERLY TO
YOUR FEE STATEMENT

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Annual Fee/Levy for Single Student	Annual Additional Cost Per Family	Total Cost for Single Student by Year Level
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Note: If Annual Fee for Single Student is paid annually in advance (by due date of Term 1 Statement) – please deduct \$350 upfront discount from Year Level Total prior to Payment

Year Level	Tuition Fee	Year Level Levy	Annual Total Fee	Capital Levy (Not Tax Deductible)	P&F Levy *	Annual Total Fee	TOTAL FOR YEAR LEVEL
Year 7	\$3,624	\$2,730	\$6,354	\$884	\$200	\$1,084	\$7,038 (Includes \$400 Confirmation Fee Refund)
Year 8	\$3,624	\$2,616	\$6,240	\$884	\$200	\$1,084	\$7,324
Year 9	\$3,624	\$2,226	\$5,850	\$884	\$200	\$1,084	\$6,934
Year 10	\$3,624	\$2,527	\$6,151	\$884	\$200	\$1,084	\$7,235
Year 11	\$3,624	\$2,616	\$6,240	\$884	\$200	\$1,084	\$7,544 (Includes \$220 Senior Levy)
Year 12	\$3,624	\$2,896	\$6,520	\$884	\$200	\$1,084	\$7,824 (Includes \$220 Senior Levy)

Inclusions: Camp/Activity Day/Retreat, Laptop, Network Maintenance and IT Management, Locker Hire, College Magazine, Student Diary, ID Card, Text Hire, Student Printing, Excursions/Incursions and Wellbeing Programs.

Exclusions: Elective Charges as per page 4-6 will need to be added when calculating the total Annual Fee for your daughter/s. Co-curricular Sports, Co-curricular Music, Dance, Choir, Ensemble(s), Instrument Hire, Music Camp, College Musical, VET and Online Elective Subjects (*all listed separately below*).

Note: Year 11 Levy - Includes 1 x Semi Formal Ticket and new Senior Hat

Year 12 Levy – Includes 1 x Formal Ticket and 3 x Graduation Tickets (Student plus 2 x Guests)

An additional Senior surcharge of \$220/pa (charged qrtly) for Grades 11 & 12 to support external exam preparation and additional senior activities.

*** P&F Offset:** From 2025, in line with other BCE Schools, San Sisto will no longer offer the 15 hour volunteer offset of the P&F Levy. As the College now outsources both our Tuck-Shop and Landscaping the activities previously used for the offset are now no longer available.

Sibling Tuition Fees

(EXCL. ELECTIVE CHARGES)
ARE CHARGED QUARTERLY TO
YOUR FEE STATEMENT

Sibling Tuition Fees (Discount Applied)

Number of Students	Annual Tuition Fee (Multiple Siblings)	Annual Additional Cost Per Family (Capital and P&F Levies)	Annual Total Fee (Please Refer to Note 1 Below)
Family Rate with 2 Students	\$5,800	\$1,084	\$ 6,884 ((\$6,284 if paid in advance by due date of Term 1 Fee Statement)
Family Rate with 3 Students	\$7,248	\$1,084	\$ 8,332 ((\$7,532 if paid in advance by due date of Term 1 Fee Statement)
Family Rate with 4 Students	\$7,972	\$1,084	\$ 9,056 ((\$7,532 if paid in advance by due date of Term 1 Fee Statement)

Total Family Annual Fees and Levies - In Order to calculate the Total Annual Fees and Levies payable for your family, please **ADD** individual student year levies (**REFER PAGE 2 – COLUMN 3**) for each of your daughter/s to the above Annual Total Fee **PLUS** all the Elective Charges applicable (**REFER PAGES 4-6**).

Year 7 Confirmation Fee Refund - If you have a Student commencing in Year 7 and you are calculating your families Annual Total Fee above, please deduct the \$400 Confirmation Fee from the Total Amount.

Note: Discounts apply for students in a family provided that each child is attending the College simultaneously.



Elective Charges

Category	Activity	Description	Cost/Method of Pmt
Education Elective Charges – Subjects and Courses			
Online Subjects BCE (Fisher One)	Available for Year 11 and 12 Students only. Please refer to your curriculum advisor for a full list of subject.	San Sisto is proud to offer an innovative approach to on-line education in partnership with FisherOne – a BCE initiative designed to meet the needs of BCE students in a supportive school environment – allowing students to tailor their study and empower them to pursue subjects which inspire them.	\$715 If Enrolled by 29/11/24 \$865 If Enrolled after 29/11/24 Per Subject Annually
External Courses and Subjects	VET/Certificate Subjects Available for Year 11 and 12 Students only. Qualification Diploma of Business Cert IV in School Based Education Support Cert IV in Justice Studies Cert III in Business Cert III in Health Services Assistant/Cert 11 in Health Support Services Cert I in Employment Pathways Cert II in Active Volunteering/	VET/Certificate subjects have higher levies and are an additional charge to students who have selected these courses. Method of Payment <i>Invoiced directly by RTO</i> - Barrington College at the start of the Course <i>Invoiced directly by RTO</i> – Adapt Education at the start of the Course <i>Invoiced directly by RTO</i> – Unity College at Enrolment Added to Term 1 – Year 11 School Fees Statement Added to Term 1, Year 12 School Fees Statement if VETiS Funded, OR If not VETiS Funded, added to Term 1, Year 11 School Fees Statement Cert I - added to Term 1, Year 11 School Fees Statement Cert II – added to Term 4, Year 11 School Fees Statement	\$2500 (Plus \$100 Extra if paying via monthly payment plan) \$990 \$750 \$265 \$399 with VETiS Funding \$1,899 without VETiS Funding \$215 for Cert I \$295 for Cert II
NOTE: When a Student cancels enrolment of a VET or Online Subject part way through the year – it is at the discretion of the College Principal or Business Manager if a refund will be applied			

Category	Activity	Description	Cost
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Education Elective Charges - Dance

Dance Subject	Available for Years 9 and 10 as a subject selection.	Fees charged upfront in Term 1	\$ 950
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Elective Charges - Co-Curricular Music

School Based Co-Curricular Music	Available to all Years Levels.	Co-Curricular Music levies are charged as per the below schedule via a permission forms sent out by the Co-Curricular Music Director, at the beginning of Term 2 in which the Student commences lessons, or on a pro-rata basis if starting in Term 3 or Term 4. All Co-Curricular Music Fees will be invoiced at the beginning of Term 2.	
	NOTE: All Private Music lessons conducted at the College will be invoiced directly and separately by the Private Music Tutor.		
	Music Camp Levy		\$ 50
	School Musical Levy (cast and crew)		\$100
	Choir Levy Only		\$ 60
	Ensemble – 1 Instrument		\$150
	2 x Ensembles – 2 Instruments OR 1 Instrument + Choir)		\$175
	3 or more Ensembles – 3 or more Instruments OR 2 Instruments + Choir)		\$200
	Instrument Hire		\$ 200
	NOTE: If an Instrument is willfully damaged, the College reserves the right to charge the Parents/Caregiver for the cost of repairing/replacing the damaged instrument		

Category	Activity	Description	Cost
-Elective Charges - Co- Curricular Sport			
CaSSSA Co-Curricular Sport	Available to all Year Levels.	Co-Curricular Sport levies are charged per sport and communicated to parents/caregivers via permission forms sent out by the Activity Co-Ordinator in which activity/s the Student is participating. This charge is then invoiced to your Fee Statement.	
	Aerobics (non CaSSSA)		\$400
	Basketball		\$200
	AFL		\$200
	Football		\$200
	Tennis		\$240
	Volleyball		\$200
	Beach Volleyball		\$200
	Netball		\$200
	QC Cup Netball		\$32
	Indoor Cricket		\$200
	Hockey		\$200
	Touch Football		\$200
	NOTE: All Sports Fees are inclusive of CaSSSA Enrolment Fees, Travel Costs and Coaching Costs.		
	Other Co-Curricular		
	Debating		\$60

College Fees Additional Information

Year Levies

From 2025, the Year Levies for all cohorts will be charged quarterly instead of the full amount in Term 1, as has been the case in previous years.

Damaged Laptops (Laptop damage is not covered under Dell's standard warranty).

Accidental Damage: Dell provides the College with one "Accidental" damage's claim per student per school year. Subsequent claims for "Accidental" damages will be on-charged to the parents/caregiver.

Intentional Damage: Dell does not cover the College for "Intentional/Deliberate" damage to laptops. Costs incurred by the College to repair the Laptop will be on-charged to the parent/caregiver.

Examples of damage include:

- Drops and Falls
- Liquid Spills
- Cracked Screens and Physical Damage
- Intentional Tampering

Refunds for Co-Curricular Activities

For all Co-Curricular Sport and Music, ***Please Note:*** if the student cancels their enrolment/participation part way through the term – no refund will be given once the charge appears on your Fee Statement. Based on initial enrolments the College commits funds to Coaches, Referees, Tutors, Buses etc – and these fixed costs must still be paid regardless. This is why the College will not refund Fees part way through the term.

Unreturned Text Hire Charge

All students are accountable for any text hire/library material that is issued in their names. The cost of unreturned text/s will be applied to the Family Fee Statement, that still have outstanding texts, after reminder processed have been followed each term. Even if the text is subsequently returned, the cost of the text charged will not be reversed.

Graffiti/Wilful Damage Charge

If evidence exists that specific student(s) have caused deliberate and wilful damage to College property, the College reserves the right to Invoice the parents/caregivers for reasonable costs incurred by the College to rectify the damage.

P&F Volunteer Offset

As mentioned above in Fees and Charges, from 2025, and in line with other BCE Schools, San Sisto will no longer offer the 15 hour volunteer offset of the P&F Levy. Due to limited parent uptake in prior years, as well as the College now outsourcing both our Tuck-Shop and Landscaping Services, the activities previously used for this offset the P&F Levy are now no longer available.

Terms of Payment and Payment Options

1: Per Term Payment

Per Term payments or yearly in advance payments can be made by:

- BPay using the 6- Digit biller code and reference number located next to the BPay logo on the Family Fees Statement
- Credit Card (Viza or Mastercard) – through BPoint Link available on the Parent Portal and BCE Connect App.

Per Term Payments are required to be settled in full by the following dates:

Period	Due Date
Term 1	Friday, 22 nd February 2025
Term 2	Friday, 16 th May 2025
Term 3	Friday, 08 th August 2025
Term 4	Friday, 31 st October 2025

2: Yearly in Advance Payment

Payments can be made via options as shown in 1: Above. Payments must be made by the due date of the Term 1 Statement.

3: Direct Debit Payment – Fortnightly or Monthly

For families electing to use the direct debit option please complete the Direct Debit or Credit Card Form and use the Ready Reckoner to assist in calculating the payment amount and 'End Date' – please ensure your end date is no later than 30th November 2025.

Please Note: All direct debit or credit card forms MUST have a wet signature (NOT electronic signature). Once completed, please email the completed form to the finance office (scanfinance@bne.catholic.edu.au) at least 5 days prior to the Direct Debit start date.

Rejected Direct Debit payments will incur a \$2.50 processing fee.

Please retain a copy of your Direct Debit Form for your future reference

Ready Reckoner - ADE *This is a valuable tool enabling Parents/Caregivers to budget for school fees.*

All Finance Forms and the Annual Fee Calculator are available from the College website or on the Parent Portal (Documents/Finance & Fees).

TIP: When working out the Total Annual Fees and Levies owing to the College – a valuable tool to assist you in this calculation is our [Annual College Fees Calculator](#). Press CTRL Click

Discount for Upfront/Yearly in Advance Payment

Families who elect to pay the full year's fees and levies by the due date of the Term 1 school fees statement will receive a discount of:

- \$350 (single student);
- \$600 (two students); or
- \$800 (three or more students)

off the annual total, the discount will be processed and shown on the Term 2 Account Statement.

Please Note: An annual statement cannot be issued by the Finance office.

Refund Policy when Leaving the College Part Way Through the Year

Where a parent/caregiver of a student intends to cancel a student's enrolment, the College requires **written notice to be given to the Principal at least one full term's notice** of the cancellation.

Where the parent/caregiver fails to give at least one full term's notice, the College reserves the right to invoice the parent/caregiver for one term's fees and/or additional levies and charges in lieu of notice.

Please Note: All College resources – Text Hire, Library Books, Laptop and Accessories – must be returned on the Students last day at the College. Unreturned resources will incur an additional charge on your final Fee Statement.

Overdue Accounts

It is easy to overlook an account in the rush of everyday life and for this reason we send an overdue account statement for accounts that are unpaid fourteen (14) days after the due date. If you are experiencing difficulty paying your account, please contact the College Finance Office as soon as possible to negotiate a payment plan. As fees and levies collected are used to benefit all students attending the College, it is imperative that the payment of accounts be kept up to date.

When an account remains unpaid for a period of 90 days or more and where families have failed to respond to communication, the College reserves the right to refer the unpaid account to a professional debt collection agency for recovery. This action is taken where there has been a persistent pattern of failure to meet obligations or to negotiate appropriate payment plans.

Once accounts have been handed to the debt collection agency the matter passes out of the control of the College and all negotiations for payment must then be made with the debt collection agency.

Special concessions (see below) are available for families experiencing financial difficulty. If you require further information, please contact the College Finance Office.

Concessions

San Sisto College is committed to providing a Catholic education to all children. In cases of financial hardship, the College will consider offering a concession on ***Tuition and Capital Levies***. Please Note: Concessions do not apply to Student Year Levies, P&F Levies or other Educational and Co-Curricular Charges.

Concessions on fees are not ongoing, and applications must be resubmitted at the commencement of each school year. Concessions cannot be applied retrospectively.

Concessions are means tested in line with Federal Government guidelines. The assessment process takes all income into consideration including wages, youth allowance, all other Centrelink payments, as well as housing costs (for example rent/mortgage). Once a fee concession is granted, it is essential that this commitment is honoured in full and on time. The College's offer of concession is dependent upon the account being kept up to date and therefore a Direct Debit payment authority must be in place. If family circumstances change the college Finance Office must be notified immediately.

