



## St. Joseph's International Catholic College

### VISION

College of Faith and Family

### MISSION STATEMENT

To educate and develop creative minds, to develop and maintain good and strong hearts and so transform lives.

### MOTTO

Courage to Act



## St. Joseph's International Catholic College

2016-2017

### COLLEGE FEE POLICY



### THE COLLEGE OF FAITH AND FAMILY

## 2016-2017 COLLEGE FEES

GRADES	ANNUAL FEES	EARLY BIRD 10% DISCOUNT	3 X TERM PAYMENTS
Pre-School	K7,590.00	K6,831.00	K2,530.00
Prep	K9,183.00	K8,265.00	K3,061.00
Grades 1 – 6	K10,185.00	K9,167.00	K3,395.00
Grades 7 & 8	K10,980.00	K9,882.00	K3,660.00
Grade 9 & 10 PNG Curriculum	K11,421.00	K10,279.00	K3,807.00
Grades 9 & 10 NSW Curriculum	K15,972.00	K14,375.00	K5,324.00
Grades 11 & 12 PNG Curriculum	K11,979.00	K10,781.00	K3,993.00
Grade 11 & 12 NSW Curriculum	K17,568.00	K15,811.00	K5,856.00

**Early Bird Discount:** A 10% discount applies to fees paid in full on or before Monday, 30<sup>th</sup> January 2017. **Companies and institutions are eligible for the 10% discount.** The 10% discount does not apply to the third, fourth, fifth child, etc. who have already been granted the respective family discounts. The 10% discount will be forfeited if the child withdraw or transfer out during the year.

**Instalment Payments** are paid in three instalments at the beginning of Terms 1, 2 & 3; there should be no fees due at the beginning of Term 4.

**Outstanding Fees:** Students may be refused admission into the college in any new term or to go on any excursion unless the fees for the previous term have been paid in full for the whole family or if the family has any outstanding debts with the college. All fees for the whole year should be paid in full by the start of Term 3. GRADE 8, 10 AND 12 **STUDENTS WHO HAVE OUTSTANDING COLLEGE FEES WILL NOT SIT FOR EXAMINATIONS. STUDENTS WHO HAVE OUTSTANDING COLLEGE FEES WILL NOT RECEIVE TRANSFER CERTIFICATES IF TRANSFERING.**

**Family Discount:** If there are more than two children from the same nuclear family attending the college, the 1st and 2nd child pay full fees and are eligible for the above 10% discount; 3rd child is eligible for a 40% discount, 4th child 30% discount, 5th and subsequent child 10% discount on their full fees but are not entitled to the above 10% discount before the start of Term 1.

**Late Enrolments:** When a space is reserved in a class, not on the Waiting List, for a new student to enrol into the college but to arrive at a later date, the fee for the whole year must be paid in full. New students who enrol after the third week of Term 1, pay pro-rata fees over the whole year. Thus a student enrolling after five weeks in Term 2 will pay 25/40 of the whole annual fee. (There are 40 weeks in a school year). Students enrolling in the first three weeks of Term 1 must pay the full annual fee. Students from the previous year who return after the commencement of the New Year must pay the full annual fee. St. Joseph's does not normally encourage enrolment during Term 4.

**New Enrolments: A K200.00 deposit must accompany all new applications.**

- If the student is accepted, then the K200.00 goes towards the fees at the beginning of Term 1. This fee is part of the Term 1 fee.
- If the student is accepted but the parents decide not to take the space that is offered, then the college retains the K200.00.
- If there is no space available or if the college does not permit the student to enrol then the college will retain K50.00 as a processing fee and K150.00 will be refunded.
- If the parents decide to withdraw the application before spaces are offered then the college will retain K50.00 as a processing fee and K150.00 will be refunded.

**Refunds:** Students who withdraw from the college will be charged full fees through until the end of the Semester in which they withdraw. Students who withdraw in Term 4 are not eligible for refund. A student is not considered to have withdrawn until the college has been officially notified in writing. A refund of college fees will be made on a pro-rata basis for the remaining terms of the school year. Students who take extended holidays during the school year or are suspended for non-payment of fees do not receive a rebate for the time that they have missed school. Overpayment by companies will be refunded back to the company concern.

Students in Grades 10 and 12 who complete their final exams are not eligible for a refund.

**Parents are requested** to pay all college fees directly into the College's Bank A/C No. **1000591145, St. Joseph's International Catholic College at BSP, Boroko** – This is for security reasons. After paying fees at the Bank, please bring your Bank Receipt to the College for a College Receipt to be issued to the family.



**PETER JOHN AITSI**  
Chairman - College Board

**FR PAUL JENNINGS, MSC**  
Executive Director

Date: 9<sup>th</sup> July 2015