



## Guildford Grammar School

FOUNDED 1896

# Overseas Students' Fees and Charges - 2020

Guildford Grammar School is an approved School to accept full fee paying overseas students

	Annual Fee		Instalments
<b>Tuition Fee</b>	If paid before 31 January 2020	By instalments	Beginning of each semester
<b>Preparatory School (day students Years 1-6)</b>	\$28,634	\$29,032	\$14,516
<b>Senior School Boarding (including tuition)</b>	\$55,651	\$56,327	\$28,163

There are no added charges for bus fares for school term activities, the Forward magazine or curriculum based excursions.

Music tuition fees are not included in annual school fees and charges and are payable upon registration of instrumental or vocal lessons.

For boarders, the fees cover board, laundering, and routine nursing.

The costs of camps will be included on the Annual Fee Account.

The \$500 Maintenance Bond for boarders is invoiced on the first term's fee statement for new boarders. Bond is refundable upon the student leaving boarding and all outstanding accounts being settled. Parents may opt to donate this bond to School Building Fund upon leaving.

### CRICOS Provider Code 00437D

Guildford Grammar School is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) to accept students from Years 1 to 12.

### International Air Travel

Parents are requested to note the commencement and final dates for each term and make travel arrangements to adhere to those dates. Please note that the School will not fund the cost of air travel for students.

### Payment of Accounts

Parents may choose to pay a discounted annual fee by 31 January 2020, alternatively, the full annual fee may be paid in two equal instalments prior to the first day of each Semester.

The Principal will not permit further tuition to be provided for any student whose fees are not received by the due date and parents need to be aware that a student's visa may be affected should this occur. Parents experiencing difficulties in meeting their fee commitment should discuss alternative arrangements with the Finance Office.

Please ensure that when mailing payments, sufficient postage time is allowed to ensure the payment is received in the Finance Office by the due date.

### Payment by BPAY

Payment may be made by telephone or over the internet through your financial institution using your cheque, savings or credit card. Details of the School's biller code and reference number will appear on your statement.

### Payment by Credit Card

The School accepts payment by Mastercard, Amex or Visa. This service does, however, attract a merchant fee which will be added to your school account should you wish to pay by this method. This fee is currently 0.50% for all credit card payments. Payment may of course be made by debit card, cheque or direct debit which does not attract this fee.

## Withdrawal of a Student

The Principal must be given notice in writing prior to the removal of a student. Any resulting refund from the withdrawal of a student is calculated as per the Refund Policy in the current Overseas Students' Fees and Charges brochure.

## Application Fee

A non-refundable fee of \$120 is payable when the completed application form is sent to the School. The registration fee will be fully refunded if the School is unable to offer a place.

## Acceptance / Endowment Fee

A capital contribution of \$2,895 is payable in respect of the first child accepting a place at the School. The fee is reduced by \$700 for entrance at Year 11 and by \$1,400 for entrance at Year 12.

## Medical Health Cover

Overseas Student Health Cover (OSHC) is mandatory for all students on student visas to cover medical expenses arising from accident or illness. In an emergency, your child will be taken to the School Medical Centre or Public Hospital. All students must be covered by the health cover held by the parents.

## Other Insurance

Worldwide personal accident insurance (including a tutorial benefit) is provided for all students taking part in School activities or work experience. Details are available from the Director of Finance's Executive Assistant on [mdaniele@ggs.wa.edu.au](mailto:mdaniele@ggs.wa.edu.au) or (+618) 9377 9294. It is strongly recommended that parents check their insurance policies to ensure adequate medical, personal property and liability cover as the School cannot accept responsibility for accidents or injuries beyond the benefits of the private health cover or for loss or damage to personal effects.

## Music Tuition

Sub-School	Lesson Type	Annual Cost	Term Cost	Hourly Fee
Preparatory School Year 5 and 6	Band beginner program only	Free	Free	
Preparatory School Kindergarten to Year 6	30 minute individual lesson	\$1,280	\$320	
Preparatory School	Extra 30 minutes (if desired/ required)			\$40.00
Senior School	45 minute individual lesson	\$1,920	\$480	
Senior School	60 minute individual lesson	\$2,560	\$640	\$60.00
Senior School	Extra 45 minutes (if desired/ required)			\$60.00
Senior School	Extra 60 minutes (if desired/ required)			\$80.00

Enrolment in instrumental/vocal lessons is accepted on an annual basis via the Music Registration and Instrumental Hire form. Eight (8) lessons per term or thirty-two (32) per year are included in the music tuition fees. Instrumental hire at a cost of \$200 per year is available for many but not all instruments. If a student discontinues an instrument during a term, the full-term charge will apply. Scholarship students will receive lessons as per the letter from the Headmaster, any additions or charges will require individual registration and payment of associated costs. Further detail can be found on the Music Registration and Instrumental Hire form and Terms and Conditions of Enrolment in music lessons.

## Goods and Services Tax (GST)

The School reserves the right to pass on any GST that may be applicable.

## Curriculum Council

The Curriculum Council of Western Australia charges an administration fee to all overseas students. These charges are included in the tuition fees for the School.

## Complaints and Appeals Policy

Other than those issues already covered within the School's Handbook and the Complaints and Appeals Policy, any grievance regarding finances is handled by the Director of Finance, whilst academic grievances will be dealt with by the Deputy Headmaster - Curriculum. Where an issue is not satisfactorily resolved, this can be referred to the Department of Education Services Independent Conciliator as stipulated in the Complaints and Appeals Policy. The School's Handbook and the Complaints and Appeals Policy can be obtained from [www.ggs.wa.edu.au](http://www.ggs.wa.edu.au) or directly from the School. As a guide, the School will adhere wherever possible to the Department of Education Services Registration and Protocol Procedures and the Department can be contacted at 22 Hasler Road, Osborne Park 6017 - [www.des.wa.gov.au](http://www.des.wa.gov.au) . Telephone (+61 8) 9441 1900.

## Guildford Grammar School Foundation

The Guildford Grammar School Foundation aims to support the School wherever possible, and establish an on-going endowment to ensure that future generations will benefit from Guildford Grammar School. Further information about the Foundation may be obtained from the Foundation Executive Officer on (08) 9377 9222.

## Parents and Friend's Society

Membership of the Parents and Friend's Society is open to any parent / guardian with a child at the School. A subscription of \$50 per family is included in the annual fee account which supports the work of the Society and its sub-committees FOPS, FOSS and BPA. The P&F Society works closely with the School to deliver value back to the community. Payment is optional. Should you choose not to subscribe please note this on your account and advise the Finance Office prior to Friday 21 February 2020.

## Objectives

Each overseas student is enrolled at Guildford Grammar School in one the following courses:

Years 1 - 6 Primary Education  
(day students living with resident parent only)

Years 7 -12 Secondary Education  
(boarding students only)

Years 7-10 Secondary  
Years 11-12 Senior Secondary

At the end of Year 12, each student will have the opportunity to sit for:

1. Western Australian Certificate of Education, and
2. A Tertiary Entrance Score - not an Award, but a score out of 510. This is converted to a Tertiary Entrance Rank (TER) which ranks students in order of merit for University entrance. The TER is used in all Australian States.

## Refund Schedule

Reason for refund	Notification period	Refund
Student's application for a student visa is unsuccessful	Before semester/education Service commences	Full refund (less the amount specified under the student default provisions of the Commonwealth ESOS Act and Regulations [Section 29(1b) and Regulation 3.19(2)])
Student with a student visa withdraws	<ul style="list-style-type: none"><li>• More than 10 weeks before semester/education service commences</li><li>• More than 4 weeks and up to 10 weeks before semester/education service commences</li><li>• Four weeks or less before semester/education service commences</li><li>• After semester/education service commences and during first 4 weeks</li><li>• After the fourth week</li></ul>	<ul style="list-style-type: none"><li>• Full refund (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses).</li><li>• 70% of a semester's fees.</li><li>• 40% of a semester's fees (less maximum of 10% or \$1,000, whichever is the lesser, for administrative expenses)</li><li>• 30% of a semester's fees (less maximum of 10% or \$1,000, whichever is the lesser, for administrative expenses)</li><li>• No refund is required.</li></ul>
If the School withdraws an offer, fails to provide program offered or terminates an education service	Before or after semester/education service commences	The provider default provisions of the Commonwealth ESOS Act 2000 apply [Section 27(1)].
If the School withdraws a student from an education service because the student has seriously breached international student visa conditions or the School's rules.	After semester/education service commences	No refund of the semester's fees and not less than 40% of fees applicable to a subsequent semester.

A full version of the Refund Policy can be obtained from [www.ggs.wa.edu.au](http://www.ggs.wa.edu.au) or from the School directly.