



11 February 2018

Dear Parents and Caregivers,

Please find attached your Annual Family Statement.

This year Catholic Schools are required to show the full cost of attending school, with any applicable discounts shown as a separate line entry. An unintended consequence of preparing the Statement in this manner is that every child shows as child one with the full fee. Please be assured the sibling discounts have been applied as a separate line entry on your statement. If you have any questions about your statement please contact me on 9530 5508.

We offer a number of options for payment of your account.

1. Full fee payment at commencement of year
2. Two equal payments (Terms One and Three)
3. Term, monthly, fortnightly and weekly payments

How you decide to pay school fees is your decision. However, if you plan to pay by Option 3 please complete the attached 'Variation to Fee Paying' form and return to it to Mrs Bridget Bolt: Registrar, so that we can record how and when your fees will be paid to the school.

We offer a number of methods to pay your account.

1. At the School Office by Cash, Cheque or EFTPOS
2. By BPay – using the BPay details at the bottom of your Statement
3. By direct debit from your bank account - please contact the School Office for the required paperwork
4. By Centrepay – please contact the School Office for required paperwork

**Please Note:**

If you are the holder of a Health Care or Pensioner Card, we can offer discounted fees. If you are noted on our records as holding a current card, this discount has been automatically applied. For all other cases please contact the School Office for the paperwork to access this scheme (we will also require a copy of your current card).

If you have children enrolled at Mandurah Catholic College (MCC), you are eligible for sibling discounts on tuition fees (20% second child, 40% third child, 100% fourth and subsequent children) across schools. Under this scheme older children at MCC are counted as child one, two etc. and the younger siblings at St Joseph's are counted as child two, three etc. To take advantage of this scheme please contact the School Office for an application form, or download it from our website ([www.stjoespinjarra.wa.edu.au](http://www.stjoespinjarra.wa.edu.au)).

Please keep in mind if you are experiencing difficulties paying your fees, you can contact Joy Ketteringham or myself to discuss your situation. All matters discussed will be kept in strict confidence.

Yours sincerely,

Bridget Bolt  
Registrar

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## VARIATION TO THE FEE COLLECTION POLICY – 2018

All information supplied on this form will be kept strictly confidential.

NAME		PHONE Home	
ADDRESS		PHONE Mobile	
SIGNED		DATE	

Comment:

Terms of payment: \$ \_\_\_\_\_ per fortnight / month / term

Payments to commence: \_\_\_\_\_

Methods of payment:

In Person - Cash / Cheque / EFTPOS / Credit Card

Internet - BPay (see your statement for details)

By Phone - Credit Card

Direct Debit - Contact school office for a Direct Debit form

TOTAL FEE FOR 2018

**FOR SCHOOL OFFICE USE ONLY: PLEASE DO NOT WRITE IN THIS SPACE**

FAMILY I.D. NO. \_\_\_\_\_

HCC/PCC Yes / No

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