



# St John's International College

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## SUPPLEMENTARY FEE INFORMATION 2022

### Fees

The College's education programs and facilities are funded by College fees and are highly dependent upon accounts being paid on time. Accordingly, parent support in making payment of College fees a priority is appreciated. Tuition fees will be charged to parent accounts on a Semester basis. Charges for miscellaneous costs such as consumables, will be charged as incurred. Lost or damaged library books are to be replaced at the replacement value of the book and the charge will be applied to the parent fee account.

Statements will be issued in December 2021 for Semester 1 2022 and then in June 2022 for Semester 2 2022. If you don't receive these statements, please contact the College via [finance@sjac.qld.edu.au](mailto:finance@sjac.qld.edu.au) for a copy, and to confirm that the College has your current address or email details on file.

### Homestay

International College students are expected to attend College from 24 January 2022 to 25 November 2022, with Year 12 finishing 18 November 2022. No refunds are payable for missed term time.

### Overseas Student Health Cover

Overseas Student Health Cover is now made more affordable by Australian Health Management offering student cover at approximately \$600 per year.

### Student Services Fee

The Overseas Student Service Fee of \$1,440.00 per annum, is applied to all International students, and allows us to provide the following services:

- Homestay Support
- Guidance and Counselling
- Academic Support
- Assistance with University Applications
- Assistance with Student Visa Applications
- Assistance with Overseas Student Health Cover Claims
- Correspondence with Parents / Agents, and
- English Language Support

### College Laptop Program

The College makes available a specified standard laptop, which students take possession of for the duration of their time at the college. There is a significant emphasis on the use of technology in the teaching and learning process and all campuses are fully wireless enabled. The cost of providing these services is covered by the Information Technology Levy of \$1,044 per annum.

## Timing of Payments and Discount Entitlements

### Payment Methods:

The College accepts the following preferred payment options to facilitate the prompt payment of fees:

Payments accepted are EFTPOS (Bank Account, Visa and Mastercard), cash and cheque payments, at the College Finance Department. Office hours are 8.00 am to 4.00 pm weekdays. Both the International College office and the College Finance Office are open during all College holidays, except from 23 December 2021, re-opening on 4 January 2022. Credit Card payments can also be made by phoning the College Finance Department on +61 7 3372 0121. Any cheques banked subsequently dishonoured will attract an administration fee of \$50.00.

Payments can also be made direct to the College's bank account –

- Bank – Westpac Bank
- Branch – Mount Ommaney
- Branch Address – Dandenong Road, Mount Ommaney
- Account Name – FFPIS Trust Account St John's Anglican College
- Reference - Parent Code or Student Name (Important and necessary to ensure that funds are allocated to your account)
- Bank BSB – 034-108
- Account Number – 212801
- SWIFT Code – WPACAU2S

### Late Payment of Fees

It is important that tuition fees are paid by the due date to ensure the College can continue to maintain high quality educational standards for students. If the account remains unpaid, the following may occur:

- Late fee of 1.25% per month while the fee account remains unpaid
- Your child's enrolment may be cancelled at the discretion of the Head of College, re-enrolment of the student may be withheld, or the student may be suspended until all fees are paid. No reduction in fees will be given for such a period of suspension.
- The College may use the services of a debt collection agency to recover the outstanding amount. Action to recover the outstanding amount may follow, and you will be responsible for all additional legal and collection charges incurred to settle the account.

The College does acknowledge that situations arise that cause financial hardship. Parents are urged to ensure accounts are paid on time but that, where necessary, advice and reason for delay in payment should be communicated to the College Finance Department by phoning +61 7 3372 0121 or emailing [finance@sjac.qld.edu.au](mailto:finance@sjac.qld.edu.au)

### **Cancellation of Enrolment Policy**

Parents and Guardians should note the Cancellation of Enrolment Policy which is included in all Enrolment Applications at the commencement of study at St. John's International College and St. John's Anglican College.

Clause 5.1.2 St John's International College – No tuition refund will be given after the commencement of a course.

Clause 5.1.3 St John's International College – If the student cancels after the course starts the College will require 1 full term's notice in writing or the payment of 1 term's tuition fee in lieu of the required notice. On receipt of written notice of withdrawal, the balance of the pre-paid tuition fees will be refunded. Requests must be made in writing, signed by you to the Head of College within 30 days of termination of study.

Clause 11.0 The Enrolment Bond will be refunded in full on withdrawal of students from College courses, except where less than 3 months written notice is given, Colleges resources have not been returned, or an enrolment has been cancelled (in accordance with Clause 5.4 of the Enrolment Agreement) by the Executive Principal.

A full copy of the Cancellation Policy is available upon request.

Please do not hesitate to contact the Finance Team should you have any queries or require any assistance with your 2022 fees.