



FEES POLICY

1. Rationale

In the spirit of Catherine McAuley and the Mercy tradition, Mercy College endeavours to make Catholic education accessible to all those who desire it. Parental contribution is needed to enable the provision of quality education at Mercy College but should be held at a level which enables parents to exercise a real choice for Catholic education without undue financial hardship.

2. Aims

- to establish a process of fee setting and payment which is in accordance with Justice to all families in the College community
- to ensure that fees generate sufficient revenue to maintain the educational programs and resources of the College
- to ensure that Mercy College remains competitive within the local education market
- to ensure that fees reflect expenditure at each year level and in different subject areas
- to deal sensitively with parents who have difficulty meeting payments

3. Policy

Education of girls at Mercy College is funded by Federal and State grants and parental contributions via fees. Fees are set on an annual basis following consultation with the College Board and the Association of Canonical Administrators, consideration of the CPI and ERI and the fees charged by comparable neighbouring schools.

Fees consist of four major components: tuition fee, subject levy, excursions levy (including camps, etc.) and building/technology levy. Fee statements are to be all inclusive; students should not be required to bring additional money to school other than for charitable appeals.

It is expected that the payment of fees will be seen as a priority by families.

A range of suitable means of payment will be adopted by the College including payment by installments and credit card payment.

Families with more than one daughter at the College and families who pay fees in advance shall receive a discount on fees.

A term's notice must be given to the Principal in writing if a student is leaving the College. Otherwise the usual next term's fees and levies will be charged in lieu.

Full fees are usually payable for absences.

No student is refused enrolment at Mercy College on financial grounds. Families experiencing genuine hardship are supported financially by the College. These families should meet with the Business Manager to discuss their financial situation. A schedule of fee reduction will be developed to reflect the income and assets of the families concerned. Arrangements will be included in the enrolment documentation and will be negotiated on an annual basis. Parish priests and primary school principals are requested to advise families of this policy as appropriate.

Generally speaking, it is not appropriate for students who are in receipt of fee reduction to participate in additional programs such as music tuition, or optional overseas/interstate tours.

It is not appropriate for students whose fees are in arrears to participate in non-curricular activities such as the year twelve graduation dinner.

Attendance at camps, retreats and excursions is compulsory, unless otherwise stated. In general, such activities are booked, budgeted and paid for in advance. Accordingly, no refund of fees is possible if the student does not attend other than when:

- a medical certificate is presented;
- there are significant extenuating circumstances, as judged by the College.

As a matter of justice to the rest of the College community, appropriate measures shall be taken to pursue payment of fees by parents who default, including legal action as a last resort. The child should not be disadvantaged by any action taken.

4. Associated documentation

CEOM Policy 2.4: Enrolment

Mercy College fees structure

Mercy College fee reduction guidelines (to be developed)

Prepared by: Mercy College Board

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