

CONSOLIDATED CHARGES

The compulsory consolidated charges are inclusive and cover whole year level expenses incurred as part of the curriculum. They are charged to your account on a term basis and can vary by year level according to the program set down by teaching staff for the year. The following items are examples of what is included in the consolidated charge:

- Whole year level excursions and visiting performers/speakers
- Materials and resources used for core subjects (includes RAVE material as per booklist, Maths and English materials levy for Prep to Year 6)
- Student Planner and 'Spindrift' Magazine
- Personal Accident Insurance for each student
- ELC Student Portfolios
- Year 5 and 6 elective program
- Combination locks for lockers (initial supply)
- Hire of Musical Instruments in Years 2,3,7 and 8
- Camps
 - Year 3 – Phillip Island
 - Year 4 – Phillip Island
 - Year 5 – Sovereign Hill
 - Year 6 – Canberra
 - Year 7 – Camp Jungai
 - Year 8 – Murray River
 - Year 9 - Cathedral Ranges & Goulburn River
 - Year 10 – Merricks
- Year 8 WAVES Foreshore Program – including membership of Mentone Life Saving Club
- Year 9 Challenge for Life – City Cite program (2 weeks), Morrisby Career Report
- Year 10 Activities – Making WAVES Care & Leadership Program, including Driver Education
- Year 11 Activities – Making WAVES Care & Leadership Program, including the Recreation Program
- Year 12 Activities – Making WAVES Care & Leadership Program, including the Valedictory Dinner.

FAMILY DISCOUNTS

The following sibling discounts are available:

- 10% on tuition fees for the second sibling concurrently attending full time
- 25% on tuition fees for the third sibling concurrently attending full time
- 50% on tuition fees for the fourth or more siblings concurrently attending full time
- Joint MGGS/MGS sibling discounts (special conditions and applications exist)

PAYMENT OF ACCOUNTS

Fees are charged on a term basis and include Tuition Fees, Consolidated Charges, Technology Levy and Facilities Development Levy. Any additional charges are added to your account at the time they are incurred.

Fees are payable one term in advance. For 2009, payment dates are:

Thursday 29 January 2009 (for Term 2 2009)

Tuesday 21 April 2009 (for Term 3 2009)

Tuesday 14 July 2009 (for Term 4 2009)

Monday 5 October 2009 (for Term 1 2010)

Should parents experience temporary difficulties in payment of fees, they are encouraged to contact the Business Manager to arrange an acceptable alternative payment plan. Communication with the Business Manager is essential so as to avoid the potential of a late payment fee of \$200 per month being applied to your account.

Accounts may be paid by cheque, cash, electronic funds transfer, Bpay or credit card (Visa, Mastercard or Bankcard only). Specific payment details and other relevant information are included on the reverse of the fee statement.

WAVES REWARD PROGRAM

Rewarding loyalty

At Mentone Girls' Grammar School we understand that an independent education is a very big investment and that many make considerable sacrifices to provide the best education for their daughters. That is why we have introduced the WAVES Reward program for every family at Mentone Girls' Grammar School.

The principle behind the program is one of "innovation and integrity" in keeping with our WAVES priorities of Wellbeing, Achievement, Values, Enterprise and Success which underpin our educational program.

How the WAVES Reward program works

Each year, the school will budget to set aside 1% of your daughter's School tuition fees to accumulate until she reaches the end of Year 12. This amount will be offset against her Term 4 fees in Year 12. The longer you have been at Mentone Girls' Grammar School, the greater the WAVES Reward will be.

In August each year, you will receive a statement detailing what has been added and your accrued WAVES Reward dollars so that year by year, you can watch your nest egg grow and know exactly how much has been set aside by the School.

FAQ 1. What if I am on a Scholarship?

The amount is calculated according to actual fees paid to the School, not on the Fee schedule. Therefore if you are on a scholarship or bursary, the amount is calculated on 1% of the discounted fees you have paid.

FAQ 2. What if we leave Mentone Girls' Grammar School?

The WAVES Rewards program is a reward for loyalty to the School and is only redeemable at the completion of Year 12 as an offset against her Term 4 fees. In order to be fair to all parents at the School, if your daughter is withdrawn from the School for whatever reason, the accumulated amount will be forfeited.

FAQ 3. What happens if I haven't paid my account?

The School, like all businesses, has to be mindful about debt. The WAVES Reward will only be accrued and credited once all arrears have been paid to the School. If you have not settled any previous accounts prior to the August of your daughter's Year 12 year, the WAVES Reward cannot be offset against her Term 4 fees for that year.

FAQ 4. What do I have to do to join the WAVES Reward program?

Nothing! When you enrol at Mentone Girls' Grammar School your daughter is automatically a member of the WAVES Reward program.

FAQ 4. Who can I contact for more information?

Please feel free to contact the School's Business Manager, Mr Jason Cridland on (+61 3) 9581 1200 or email jcridland@mentonegirls.vic.edu.au

BUSINESS REGULATIONS

1. REGISTRATION

A \$100 non-refundable Application Fee is payable when the Enrolment Application Form is lodged.

2. ADMISSION

- (a) When a place is offered at the School for entry into the Early Learning Centre, the place is reserved subject to the receipt of \$1500, comprising a \$1000 Admission Fee and \$500 Holding Fee for Prep. This payment is required within 14 days of offer. The Holding Fee is deducted from Prep Term I fees and is forfeited if the student does not continue on to Prep.
- (b) When a place is offered at the School for entry into Prep to Year 10 levels, the place is reserved subject to receipt of a \$1,000 Admission Fee payment within 14 days of offer. Where immediate entry is required, this fee must be paid prior to commencing at the School.
- (c) When a place is offered at the School for entry into Years 11 and 12, the Admission Fee is reduced to \$500.
- (d) For family members entering the School, the Admission Fee for the second and subsequent daughter(s) will be \$500 per additional member of the family.
- (e) The daughters or granddaughters of past students are eligible to apply for a rebate of the Admission Fee to be deducted from their first term's fees. Application forms are available at the General Office and must be submitted prior to the Term I billing.

The Admission Fee, which is not refundable, is set aside for future scholarship endowment of the School. The amount of the Admission Fee is subject to review and change from time to time by the School Council.

3. WAITING LIST

If a place in the School cannot be offered, the student's name will be included on a waiting list without further fee.

4. FEES

- (a) Fees levels are determined by the School Council on an annual basis. Fees are billed for each term for all year levels. All fees are payable in advance and the due dates for each instalment will be advised at the start of the year and communicated on the statement of account.
- (b) Any account that remains unpaid after the due date will be subject to a default fee of an amount to be determined by the School Council from time to time. The default fee will be charged each 30 days that the account is outstanding after the due date, subject to waiver by the Business Manager.
- (c) The Principal reserves the right to refuse to allow a student to continue at the School while any fees or charges remain unpaid after payment is due.
- (d) A discount of 10% applies to tuition fees for the second sister attending the School at the same time, with 25% for the third and 50% for the fourth and subsequent child. This discount is not available to families who receive fee relief from the School (e.g. scholarship, bursary or other discount)
- (e) A discount is available to families with children at Mentone Girls' Grammar School and Mentone Grammar concurrently. Conditions exist on eligibility of this discount as identified on the Application form. Application forms must be lodged in advance for the year (or part thereof) in which the discount will apply. New families to the School may apply for this discount at the time of entry to the School. This concession must be applied for annually.
- (f) Future years' tuition fees, at current rates per year level, may be made in advance at the discretion of the Business Manager.

5. NOTICE OF WITHDRAWAL

One full term's notice in writing must be given to the Principal before the withdrawal of a student from the School (including the Early Learning Centre) or from any extra subject or activity. One term's fees, as applicable, are payable in lieu of such notice.

6. ACCEPTANCE OF BUSINESS REGULATIONS:

Each person signing the Enrolment Application Form will be deemed to have accepted the above terms and conditions of the Business Regulations (as amended from time to time).

Jason Cridland
Business Manager