



FFPOS Fee Policy

The Hamilton and Alexandra College Fee Policy outlines the school's expectations on fee payments and outcomes in the event of unpaid fees. The policy recognizes that the majority of families pay outstanding accounts promptly.

- Payment is required on or before the first day of the semester year.
- All Tuition and Boarding fees are payable a semester in advance.
- A Student may not enter a new School year while fees are outstanding.
- A monthly late payment fee will be charged on overdue accounts. The fee will be based on our lending rate at the time of charging plus 5%.
- An AUD5,000 deposit is required in advance on enrolment to confirm a place for all new Students. This will be forfeited if the Student does not take their place at the College.
- A term's notice in writing (given no later than close of business 3.30pm on the first day of the Student's intended final term at the school) must be given before a Student is removed from the College with a half a term's tuition and boarding fees being charged in lieu of written notice of intention to withdraw the student.
- All fees are subject to change without notice, with the College endeavouring to give a term's notice for any major changes.

CONCLUSION

Unpaid fees require the school to borrow money to offset income shortfall and to ensure that it is able to meet its own financial commitments. Such borrowings have an impact on all parents by way of increased fees required to ultimately service any debts. Procedures apply in pursuing unpaid accounts in the absence of any fee paying arrangements between the debtor and the Principal.

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