



FEES STRUCTURE - 2021

Dear Parents / Guardians

This document sets out all information relevant to the Fee Structure for 2021.

Registration

An administration fee of R300 must accompany new applications. A non-refundable application fee of R3500 is payable by all new learner enrolments. This is to confirm your child's place at Holy Family College.

Discounts

Two kinds of discounts are offered:

- A **sibling discount** of 5% (**of the tuition fees only**) for the second child and 10% (**of the tuition fees only**) for the third and subsequent children.
- An **early payment discount** of 10% (**of the tuition fees only**) if the total annual fees are paid in full before 31 December 2020; or 5% (**of the tuition fees only**) if the total annual fees are paid in full by the end of February 2021.
- No discounts apply if fees are paid via cash deposit at bank or ATM deposits.

Methods of Payment

- Fees are payable strictly **in advance**.
- Fees may be paid **annually in advance - see discount criteria above**.
- From Grades 0000 – 11: **monthly payments in advance** are payable over 11 months in 11 equal instalments (to be completed by November).
- **Monthly** Payments are due on the first day of each month [commencing January 2021] by EFT, stop order, debit order; future dated electronic payment or debit/credit card and will be charged in line with the monthly fee schedule.
- For Grade 12: **Fees are payable over 8 monthly instalments** and is to be fully paid by September.
- The School Extras charge will be raised in the September account, (Grade 12 in July), and is payable in the same month.
- **All learners accompanied by their parents, must attend the registration process to gain access to the 2021 academic year in January, before school commences.** More details will follow.

The fees may be paid either:

- Directly to the Fees office, (the school is a CASH FREE environment), card payments only
OR
- Directly into the school's bank account. A copy of the deposit slip must be sent to the Fees office, stating the learners' reference number/name so that the account can be credited accordingly
OR
- By stop order or debit order (see penalties for unpaid transaction below)

The school's bank account details are:

Holy Family College - Parktown

First National Bank

Rosebank

Branch Code: 253305

Account number: 5037 105 8569

Ref: Learner code/name

Penalties

- A **R100 penalty charge per month** will be levied against any account in arrears.
- If your fees are overdue you will be informed of the outstanding fees by either SMS, email, and/or formal letter. You may be blacklisted on a defaulting credit system. This means that you will not be able to obtain credit elsewhere. We may also move to take further legal action against you during the school year.
- At **90 days overdue**, the account may be handed over to a debt collection agency and the learner could be removed from the school's register.
- A learner whose fees are in arrears will not be allowed to accompany a school tour or outing. This will also apply to events such as the Matric Dance.
- Should a learner be excluded from a tour/camp, no refunds are applicable as providers are booked for and paid in advance and subject to no restrictions being imposed.
- A learner whose fees are in arrears at the end of the academic year will not be re-registered for the following year. The account will be handed over to a debt collection agency and the learner removed from the school's register.
- The school reserves the right to demand full or part payment (50%) for the following year if a family has a history of late fee payment.
- Please note that due to the high banking charges levied on our account when cash is deposited, we will charge a fee equivalent of 3% of the cash deposit value to your account.
- Unpaid or reversed debit orders [Return to Drawer] will incur a charge of R300 and the full outstanding amount will become immediately due and payable.

General Fee policy

- The school's fee policy takes into account that the payment of school fees should be our parents' first priority and that the finance office is under instruction from the Board of Governors to implement this policy.
- If parents are encountering any unexpected financial difficulties, they should contact the finance office without delay. The onus is on the person responsible for the payment of the fees to ensure that the school is aware of any change in circumstances.
- In order to enter into a debt payment agreement with the College, parents will have to furnish the finance office with salary advice, income and expense details, as proof of good intent.
- The school reserves the right to disclose details of overdue accounts if contacted by another school.
- If for any reason a parent does not receive a statement, it is their responsibility to contact the Finance Office.
- If you receive a fee statement and you are not the responsible fee payer, it is your responsibility to ensure that the communication reaches the responsible party.
- Please note that the Head of College does not deal with any issues related to the payment of fees.
- The school reserves the right to screen all parents with a credit bureau/provider in view to ensure financial affordability and responsibility to meet the obligations required for acceptance.
- Refunds for accounts in credit will only be given when a parent is withdrawing the learner from the school and the appropriate required notice has been given. A full reconciliation of the account will be undertaken.
- No refunds in respect of School Extras will be paid.
- The school reserves the right to review the re-admission of any learner of overdue accounts.

Errors and Omissions

Holy Family College reserves the right to review and correct errors and to amend fees, levies and other charges raised during the year.

Notice Period

Parents shall give the equivalent of one term's notice to the school in writing before removing a child from the school, irrespective of the reasons for the withdrawal of the child. If written notice is not received, one term's fees will be payable, and/or the account handed over to a debt collection agency.

FEE STRUCTURE 2021

	Tuition	Development Levy	Annual Total	Monthly 11 Months Jan to Nov	Monthly increase from 2020
Grade 0000	R 21 525,00	R 1 990,00	R 23 515,00	R 2137,73	R 315,46
Grade 000	R 21 525,00	R 1 990,00	R 23 515,00	R 2137,73	R 315,46
Grade 00	R 25 553,33	R 1 990,00	R 27 543,33	R 2 508,94	R 261,58
Grade R	R 29 041,88	R 1 990,00	R 31 031,88	R 2 821,08	-R 135,83
Grade 1	R 34 881,98	R 1 990,00	R 36 871,98	R 3 352,00	-R 233,09
Grade 2	R 37 544,53	R 1 990,00	R 39 534,53	R 3 594,05	-R 226,04
Grade 3	R 37 544,53	R 1 990,00	R 39 534,53	R 3 594,05	-R 226,04
Grade 4	R 42 342,27	R 1 990,00	R 44 332,27	R 4 030,21	-R 187,88
Grade 5	R 46 145,03	R 1 990,00	R 48 135,03	R 4 375,91	-R 177,82
Grade 6	R 47 883,67	R 1 990,00	R 49 873,67	R 4 533,97	-R 173,21
Grade 7	R 47 934,14	R 1 990,00	R 49 924,14	R 4 538,56	-R 166,71
Grade 8	R 54 128,56	R 1 990,00	R 56 118,56	R 5 101,69	-R 150,31
Grade 9	R 54 159,46	R 1 990,00	R 56 149,46	R 5 104,50	-R 150,23
Grade 10	R 56 115,43	R 1 990,00	R 58 105,43	R 5 282,31	-R 145,05
Grade 11	R 56 115,43	R 1 990,00	R 58 105,43	R 5 282,31	-R 145,05
Grade 12	R 57 854,07	R 1 990,00	R 59 844,07	R 5 440,37	see below

Grade 12	60% Deposit	Balance	Payment Feb to Sept - 8 months
R 59 844,07	R 35 906,44	R 23 937,63	R 2 992,20

SCHOOL EXTRAS		
ECD Grades 0000 -00	No Charge	
Grades R - 3	R 3 500,00	Invoiced and payable in September
School Extras Grades 4 - 12	R 3 300,00	Invoiced and payable in September (Grade 4 - 11) Grade 12 - July

Breakdown of additional costs:

Locker hire Grade 6 - 12:	R150	Matric Uniform:	R 490
Photographs:	R100	IEB Exams: (Grades 3 - 9, except grade 7)	R 220
Magazine:	R120	Match IEB Exam: Gr 7 only	R 290
PTA Levy:	R150	Matric Dance:	TBC

Development Levy

A development levy is charged to all grades/classes and contributes to the building improvement, development and maintenance of the buildings and campus in general.

School Extras

This charge covers direct costs incurred by the school for learners and may include school diary, library costs, some affiliation fees, some presentations and outings, some school and sporting activities.

Exclusions

The above fees and extras **exclude** school uniform, workbooks, stationery, textbooks and learning materials, private extra-mural lessons, locker hire and some educational assessments, e.g. IEB examinations. Fees also exclude entrance fees to excursions, school magazine, photographs and matric uniform. **These limited items will be added to the school account as separate line items.**

Aftercare

Aftercare facilities will continue to be provided to learners at NO COST. This service provides supervision with limited homework support to learners staying at school after 15h30. No meal will be provided, and learners will need to bring an extra packed lunch if making use of the service. Aftercare service is available until 18h00 only. A late charge of **R90 per 15 minutes** there-after will be charged to your account. Full after care is subject to no restrictions being imposed on the school (e.g. Covid - 19).

PTA Levy

This levy will be allocated to the PTA to use for fundraising initiatives. R100 of this levy will be given back to every learner in the form of tickets to use at the annual Family Fun Day.

We thank you for your continued support and for selecting Holy Family College as your school of choice. We look forward and are privileged to have your child/children in our school. In our planning, we are aiming to make 2021 another successful year for us all.

Should you require any further information, please contact the Finance Office.

Kind regards

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