# 2027 International Fee Schedule and Business Regulations Notice



GENAZZANO
FCJ COLLEGE

Experts in girls' education.

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# 2027 Fee Schedule
# International Students

| Year Level | Annual Tuition* | Annual Boarding Fee # |
|---|---|---|
| **P - 3** | $40,200 | - |
| **Year 4 - 6** | $45,100 | - |
| **Year 7 - 8** | $56,000 | $45,900 |
| **Year 9 - 12** | $61,100 | $45,900 |

* Incorporates compulsory excursions and levies that are part of the curriculum.

# Exclude if living with parents as approved by the College.

## Capital Building Levy

| Per Family | Amount |
|---|---|
| One Student | $2,400 |
| Two or more Students | $3,100 |

The Capital Building Levy is compulsory for all families (Prep to Year 12) and funds our Capital Works Program to deliver excellent facilities.

## Family / Sibling Discounts

| Discount Type | Child 2 | Child 3 | Child 4+ | Conditions |
|---|---|---|---|---|
| **Tuition Fee** | 5% | 10% | 25% | Applies only to siblings who concurrently attend the College. Not applicable where other discounts, scholarships or fee remissions have been applied, or to Boarding fees. |

## Enrolment Fees

| Fee Type | Amount | Conditions |
|---|---|---|
| **Application Fee** | $500 | Non-refundable |
| **Confirmation Fee** | $1,550 | Non-refundable |
| **Enrolment Deposit** | $3,500 | Net to be refunded upon exiting the College upon request (after processing any outstanding fees and sundry amounts remaining on the account and will be issued within 90 days of request in writing being received) |
| **First instalment of fees** | | Equivalent to 1 Semester's Fees for relevant year level |

## Terms of Payment

Tuition fees are billed and payable as follows:

| Installment | Issued | Payment Due |
|---|---|---|
| **First instalment** | *December* | Payment in full is required by due date, 14 days prior to commencement of Semester One. |
| **Second instalment** | *June* | Payment in full is required by due date, 14 days prior to commencement of Semester Two. |

*If applicable, legal costs incurred by the College for the outstanding collection of fees will be charged to your account.

# Methods of Payment

The following methods of payment are accepted:

## 1. GenConnect

The College's preferred payment method for fees and charges is via the College's online payment portal. The portal can be accessed via the College website or GenConnect using the primary named debtor login credentials.

## 2. Direct Deposit into Genazzano Bank Account

| **Account name** | **Genazzano FCJ College Limited** |
|---|---|
| **Bank** | National Australia Bank, 566 Burke Road, Camberwell, Australia, 3124 |
| **BSB** | 083 166 |
| **Account number** | 515 443 513 |
| **SWIFT code** | NATAAU3303M<br>(For payments made from overseas)(Include Account Code as reference) |

## 3. EFTPOS

The College has debit and credit card payment facilities. Payments can be made in person at the Finance Office, or by phone on +613 8862 1234

## 4. BPAY

Using an internet banking facility to transfer the funds.

Biller Code: 10629

Reference Number as detailed on your Fee Statement

**This document should be read together with the Terms and Conditions, Enrolment Agreement and the Business Regulations. Fees and levies are subject to annual review; families will be notified of any changes approved by the College Council.**



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# Terms & Conditions International Students

## 1. International Student Advocate (ISA)

Genazzano requires all international students without parents in Melbourne, including students over 18 years old, to have an ISA. An Appointment of International Student Advocate Form must be completed at the time of enrolment. ISA's must live in Melbourne and act as an additional support person for girls who are in Australia without their parents. Students are not to alter their ISA arrangements without prior consultation with the College. The College must be informed and approve of any changes to the ISA arrangements.

## 2. Privacy

Information provided to the College will be treated in accordance with the College's Privacy Policy, a copy of which is available on the College website, genazzano.vic.edu.au

## 3. Health insurance

As a condition of their visa for studies in Australia, the Australian Government requires health insurance to be paid in advance for the length of the student's visa. Students must pay the health insurance membership fees to the College and the College will transfer these fees to BUPA. BUPA will issue a cover note until membership cards are available. Alternatively, health insurance can be arranged by the family and proof of the cover must be presented to the College.

## 4. Refund policy

Refund provisions apply when a student does not start a course on the agreed date or withdraws before the commencement of the course.

Genazzano will refund all payments, other than the **application fee ($500) and confirmation fee ($1,550)**, if a student does not successfully gain a visa to study at the College.

Where fees have been paid in advance and the enrolment is subsequently cancelled by the parents or legal guardian, more than one term prior to the due commencement date, all fees paid will be refunded except for the initial application fee ($500) and confirmation fee ($1,550).

One full school term's notice is required, in writing to the Principal before the cancellation of enrolment or withdrawal of a student from the College. If the required notice is not given, **a cancellation fee of $5,000** will be charged.

For example, if a student withdraws from the College during a term without providing a full term's notice to the Principal, payment is required for that entire term as well as a cancellation fee of $5,000, along with any other appliable fees, charges and levies.

This agreement does not remove the right to take further action under Australia's consumer protection laws or to pursue other legal remedies. The College's grievance procedure does not circumscribe the student's right to pursue other legal remedies.

## 5. Insurance

The College carries insurance in respect of student accidents. Loss of equipment or personal belongings will not be covered by the College's insurance. The College does not carry insurance in respect of the non-payment of fees resulting from the death or disablement of a parent or legal guardian. Parents are responsible for payment for damage to College property caused by the student.

## 6. Additional expenses

College Uniform, please visit bobstewart.com.au for your daughter's uniform requirements.

The GMA operates a pop up Second Hand Uniform Shop where families can donate and buy second hand uniforms. Details will be posted on GenConnect.

For College booklists, please refer to Campion Education campion.com.au

## 7. Accommodation

Genazzano FCJ College has strict accommodation requirements. All students are required to live in approved accommodation by the College, preferably the College Boarding House. This also applies to students over 18 years of age. If a student is living with a parent, the College must be informed and approve of these arrangements.

## 8. College allocated and Bring Your Own Device Program (BYOD)

Prep to Year 6 students are provided with a College owned device. All students in Year 7-12 will be subject to the Bring Your Own Device Program (BYOD); therefore, students from Years 7-12 are required to purchase and use their own personal notebook, subject to the minimum specifications as set out in the Digital Technologies Information Sheet, provided upon confirmation of enrolment.

## 9. Curriculum enrichment programs

Genazzano FCJ College provides a wide range of optional co-curricular activities for students as an integral part of their educational experience. Our activities are run before, during and after school, and on weekends. At the commencement of each semester, students are invited to register their interest to start an activity on GenConnect via the co-curricular tile, under Registrations. Activities and Fees will be listed in detail at this time.

## 10. Extended approved absences

Parents whose daughters are to be absent for more than five weeks during a term are required to have given at least one Term's notice in writing to the Principal. For students who will be absent for a semester (two consecutive terms) or more with an expected year of return, a place will be held over for a holding deposit equivalent to one term of annual tuition fees for the year level to which the student returns (charged at current rates with an adjustment charge to apply upon re-entry). The deposit will be credited against tuition fees due on commencement (re-entry). The holding deposit is non-refundable or transferable should the student not return to the College and a term's notice is provided.

## 11. Deferred enrolment

An offer of a position of enrolment at a particular year level of entry may be accepted and deferred to a later year of entry subject to payment of a deferment fee or holding deposit (equivalent to one term's fees). The amount is paid to secure the offered position of enrolment at the College until the student commences at the College. The date on which the deferment is made becomes the new application date. This also applies to students who are currently enrolled and depart the College and request that their place be held for possible return. The deposit is credited towards the next instalment to be charged upon entry/re-entry in the event a place is available. This payment is non-refundable or transferable.

## 12. International tours/co-curricular programs

A student will not be permitted to participate in overseas tours or fee based co-curricular activities, such as rowing, music, speech and drama until all tuition, levies and sundry fees are paid in full, or the approved Payment Plan is immediately brought up to date.

## 13. Account enquiries

Fee and payment enquiries should be directed to the Finance Office. Specific fee or business related matters (including advice of changes in family circumstances and family law matters) are to be directed to the Director of Business Services.

## Contact Details

**Genazzano FCJ College**

**T:** +61 3 8862 1000
**E:** enquiries@genazzano.vic.edu.au

**Finance Office**

**T:** +61 3 8862 1234
**E:** accounts@genazzano.vic.edu.au

**Business Office**

**T:** +61 3 8862 1005
**E:** businessoffice@genazzano.vic.edu.au