ST COLUMBAN'S COLLEGE

COLLEGE FEE POLICY

Affordable Excellence • Fairness • Transparency • Compassion

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1. Purpose

This policy sets out St Columban's College's approach to the setting, communication, payment, concession and collection of fees and levies for domestic students in 2027. It supports accessible Catholic education while ensuring the College can provide high-quality learning, wellbeing, co-curricular and facilities programs in a financially sustainable manner.

2. Guiding principles

- Fairness and consistency: fees, concessions and collection processes will be administered equitably and in accordance with Brisbane Catholic Education requirements.
- Transparency: families will receive clear information about charges, due dates, payment methods and available support.
- Confidentiality: information about a family's financial circumstances and fee arrangements will be handled confidentially.
- Stewardship: fees and levies will be applied responsibly to support student learning, wellbeing and facilities.

3. What College fees and levies support

- Teaching, administration and classroom support
- Essential resources, materials and equipment
- Curriculum excursions, incursions, camps and co-curricular opportunities
- Student technology, including an electronic device
- The College Building Development Program
- Maintenance and improvement of buildings, grounds and facilities
- Parent and Friends Group initiatives that enhance student experience

4. Fee structure

Component	Purpose
School fee	Charged per student, with sibling rates. Supports recurrent expenditure.
Student levy	Charged per student according to year level. Supports curriculum, activities, co-curricular offerings and technology.
Capital levy	Charged once per family. Supports refurbishment and development of College facilities.
PFG levy	Compulsory family levy of $170. Supports Parent and Friends Group initiatives and student activities.
Additional charges	Year 12 Senior Formal, Senior Jersey and laptop purchase charges may apply.

5. 2027 Schedule of Fees and Levies

Important The capital levy and PFG levy are charged once per family. Year 12 additional charges total $320: Senior Formal $175, Senior Jersey $95 and laptop purchase $50.

First student

Fee component	Years 7–9	Year 10	Year 11	Year 12
School fee	$2,930	$2,930	$2,930	$2,930
Student levy	$3,460	$3,900	$4,250	$4,250
Capital levy	$1,520	$1,520	$1,520	$1,520
PFG levy	$170	$170	$170	$170
Year 12 additional charges	-	-	-	$320
Total	$8,080	$8,520	$8,870	$9,190

Second student

Fee component	Years 7–9	Year 10	Year 11	Year 12
School fee	$1,760	$1,760	$1,760	$1,760
Student levy	$3,460	$3,900	$4,250	$4,250
Year 12 additional charges	-	-	-	$320
Total	**$5,220**	**$5,660**	**$6,010**	**$6,330**

Third student

Fee component	Years 7–9	Year 10	Year 11	Year 12
School fee	$1,175	$1,175	$1,175	$1,175
Student levy	$3,460	$3,900	$4,250	$4,250
Year 12 additional charges	-	-	-	$320
Total	**$4,635**	**$5,075**	**$5,425**	**$5,745**

Fourth student

Fee component	Years 7–9	Year 10	Year 11	Year 12
School fee	$585	$585	$585	$585
Student levy	$3,460	$3,900	$4,250	$4,250
Year 12 additional charges	-	-	-	$320
Total	**$4,045**	**$4,485**	**$4,835**	**$5,155**

Fifth and subsequent student

Fee component	Years 7–9	Year 10	Year 11	Year 12
School fee	$0	$0	$0	$0
Student levy	$3,460	$3,900	$4,250	$4,250
Year 12 additional charges	-	-	-	$320
Total	**$3,460**	**$3,900**	**$4,250**	**$4,570**

6. Fees prior to enrolment

- Application fee: $120, non-refundable, payable when the enrolment application is submitted.
- Confirmation fee: $300, non-refundable, payable when accepting an offer.

7. Billing and payment

Fees and levies are charged annually at the beginning of the school year and are payable within 28 days of issue **unless** an approved payment plan has been established. Payment plans must clear the account by 31 December 2027 unless another arrangement is approved.

Payment methods

- Direct debit
- BPAY
- BPOINT / credit card
- Cash
- Other approved arrangements negotiated with the Finance Office

Early payment discount

Eligible full annual accounts paid by the due date receive: $300 first student, $200 second student, $100 third student and $50 fourth student. The discount is not available with an approved fee concession.

8. Financial hardship and concessions

Families experiencing financial hardship should contact the Finance Office as early as possible. Support may include a payment extension, instalment plan or formal fee concession application. All decisions are confidential and remain at the discretion of the Principal or an authorised delegate.

9. Overdue accounts and debt recovery

The College works collaboratively with families through statements, reminders, a final notice and, where an account remains unpaid without engagement, possible referral for external recovery in accordance with Brisbane Catholic Education requirements.

10. Changes to enrolment

Late commencement

Eligible fees and levies may be charged pro rata for students commencing after the beginning of a term.

Cancellation or withdrawal

Families must use the approved departing-student process, return College property and pay outstanding balances. Eligible credits will be refunded.

Extended leave or holding a place

Fees remain payable for the full term. Any reduction requires a written request and is at the Principal’s discretion.

Laptop ownership at the end of enrolment

The device provided by the College remains the property of the College. Families of year 12 students are charged $50 at the beginning of their final year to purchase the laptop at the end of their enrolment. If family fee accounts are not paid in full by the end of a student’s enrolment, the laptop will be retained by the College and the $50 credited back to the fee account,

unless an approved arrangement is in place. Families who do not wish to keep the laptop will be credited the $50 back to their fee account.

11. Communication, privacy and records

- The approved 2027 fee schedule will be published and communicated to families.
- Personal and financial information will be handled confidentially.
- Families will be advised of material changes.

12. Contact

College Finance Office
Email: SCBOFinance@bne.catholic.edu.au
Phone: (07) 5495 3111
Address: 100 McKean Street, Caboolture QLD 4510

13. Approval and review

Approved by	_____
Approval date	____ / ____ / 2026
Effective date	1 January 2027
Policy owner	Business Manager
Approval authority	Principal / College Board
Effective date	1 January 2027
Review date	October 2027