

FEE STRUCTURE AND POLICY – 2019

PRE-ADMISSION FEE (Non-Refundable)

An administration fee of **R250-00** is payable for registration for a prospective student. Assessment bookings, will only be confirmed once proof of payment has been received. This fee includes the compulsory Credit Risk Assessment (CRA) check.

ENROLMENT FEE (Non-Refundable)

A non-refundable enrolment fee of **R4 000-00** is payable once a student has been offered a placement. Wait listing or enrolment will only be confirmed upon the receipt of the enrolment fee, plus, the successful completion of the information and documentation as required in the Application Form.

ACADEMIC FEES

- The table below sets out the school fees and levy for 2019.
- All discounts, including the 5% Sibling Discounts are on Academic Fees only.

LEVY

- Certain additional activities/extra murals have been incorporated into the curriculum and are reflected in the levy. These are activities that the School believes add value. They are liable to change from year-to-year, and as such the levy may fluctuate.

ADDITIONAL COSTS

- Certain extras will be payable during the year such as stationery, photographs, school excursions, exercise books, textbooks and external examination fees (when applicable). We will endeavour to keep these charges to a minimum.

ANNUAL FEES							
OPTION	GRADES	MONTHLY ACADEMIC FEE	MONTHLY LEVY	MONTHLY TOTAL	ANNUAL ACADEMIC FEE	ANNUAL LEVY	ANNUAL TOTAL
A Annual Fee (31 Dec 2018)	000 - 00				R38 140	R4 950	R43 090
	0 – 3				R58 730	R4 070	R62 800
	4 – 7				R71 580	R3 630	R75 210
B Monthly Fee (Jan – Nov)	000-00	R3 650	R450	R4 100	R40 150	R4 950	R45 100
	0 – 3	R5 620	R370	R5 990	R61 820	R4 070	R65 890
	4 - 7	R6 850	R330	R7 180	R75 350	R3 630	R78 980

PAYMENT METHODS

OPTION A – This option is the discounted fee on the annual academic amount. The levy does not qualify for discount. Payment is to be received by 31st December 2018 via direct transfer. Please use your child's surname as a reference.

NB: Discounted payments received after 31st December 2018 will be reversed.

OPTION B – The annual fee can be paid over 11 monthly installments via direct transfer. Payment is due on the 1st of each month. Please use your child's surname as a reference.

BANKING DETAILS

Account Holder: Canterbury Preparatory School
Account No: 62565887860
Bank: FNB
Branch code: 255955
Reference: Child's Surname & School Account No. (If applicable)

SPORTS & EDUCATION TOURS

All funds relating to sports and educational excursions must be paid in full prior to departure. If school fees are in arrears, students will not be permitted to go on any tour until the outstanding school fees are paid. In certain circumstances the price of the tours may be included in the invoice of your school fee account.

TERMS & CONDITIONS

A notice period of at least one full term, in writing, is required for the withdrawal of the student from the school. Please refer to the Enrolment Form with regards to the Fee's Policy and other terms and conditions. A copy is available on request.

FEE POLICY

- Fees are subject to an annual increase.
- A 5% sibling discount will be applied to the younger sibling/s.
- Fees are payable monthly in advance with effect from 01 January.
- All other invoices are payable on presentation.
- Students whose accounts are in arrears will be suspended until the account is brought up to date. Suspension is not indefinite and the pupil will need to be re-enrolled.
- Overdue accounts will be charged interest at prime bank rate.
- All outstanding payments received will be applied firstly to reduction of interest, tuition fees and fees in lieu of notice, and then to the reduction of current fees.
- Payments returned by the bank for any reason will incur a surcharge.
- Any bank fees relating to cash deposits or credit card payments will be charged to the parents account.
- A full terms notice in writing, or the equivalent fee in lieu thereof is required prior to the withdrawal of a student.
- The school shall be entitled to instruct its attorneys to attend to any overdue accounts and the parents shall be liable for any costs incurred.
- The school shall be entitled to list defaulting debtors on Transunion ITC.