

BUILDING A SAFE AND CARING COMMUNITY



ENCOUNTER
LUTHERAN COLLEGE

EARLY LEARNING CENTRE 2018 FEES SCHEDULE

Looks like school, feels like home

It has been Encounter's focus to ensure that the fees are kept at an affordable level while endeavoring to provide quality facilities and resources for the students who attend the College. While maintaining reasonable tuition fees, we continue to develop dynamic and contemporary facilities which are of significant importance.

APPLICATION FEE

A \$30.00 per student non-refundable fee must accompany the Application for Enrolment Form. This fee does not in any way guarantee that a place will be subsequently offered.

BOND

A bond will be invoiced which represents your first week of bookings. The bond is due and payable prior to the first day of attendance at the Centre. The bond is credited to your final account when you cancel care.

FEE SUMMARY

Day	8.00am – 3.00pm	\$ 82.50
Day + After School Care	8.00am – 5.00pm	\$100.00
After School Care	3.00pm – 5.00pm	\$ 18.00
Holiday Care Program	8.00am – 5.00pm	\$ 57.00
Holiday Care Program – Incursion/Excursion	8.00am – 5.00pm	\$ 73.00

CHILD CARE BENEFIT

Child Care Benefit (CCB) is a subsidy provided by the Commonwealth Government to assist families with childcare fees with approved services. Parents can apply for Child Care Benefit through the Department of Human Services (DHS).

Full fees will be charged if you do not have a current CCB percentage assessment with the DHS. Please contact DHS on 136150 or online at www.humanservices.gov.au prior to commencing at the Early Learning Centre. In order to receive the Child Care Benefit parents must sign each of their children in and out every day they are booked including days absent.

PAYMENT ARRANGEMENTS

All Parents/Guardians are to complete a Direct Debit Payment Plan, this occurs upon confirmation of enrolment.

Fees are billed weekly and are to be paid weekly through the Direct Debit Payment Plan.

LATE COLLECTION FEE

Families are expected to collect their children by 3.00pm. Children not collected by this time will be signed into the afterschool program and charged accordingly. A late fee of \$1.00 per minute will be charged after 5.00pm and charged to the family account.

LATE BOOKING FEE - HOLIDAY CARE

A late booking fee of \$20 will be incurred for holiday care bookings made after the due date on the relevant holiday care booking form.

Any changes and cancellations must be made 7 days prior to the first day of Holiday Care. Any changes to bookings made with less than 7 days' notice before the commencement date or during the Holiday Care period will result in the full fee being charged.

PENALTIES

Accounts not paid by the agreed payment arrangement are then in default and become due and payable by the end of the month in full.

An Administration Fee of \$20.00 will be added to your account on a monthly basis for the duration that the account remains in default.

Should your Direct Debit dishonor a fee \$5.00 will be added to your account.

In the event that the account defaults continuously, debt collection processes may be engaged for recovery purposes. All associated recovery costs incurred will be added to your account.

The College Council reserves the right to terminate an enrolment when an account remains in continual default, however such a termination process will normally take place only after negotiations have ceased or where there is no cooperation from parents/guardians in respect to the payment of the outstanding account.

Parents will be charged the replacement cost of lost/damaged College property and resources.