



WALK IN NEW LIFE

MATER MARIA CATHOLIC COLLEGE  
COMMUNITY • FORMATION • SUCCESS



**Family Registration Form**  
**Application for Discounts and Payment Arrangements 2019 School Year**  
**To be completed by all families**

This form must be completed, signed by both parents/carers and returned to the Accounts Department or email to [admins@dbb.catholic.edu.au](mailto:admins@dbb.catholic.edu.au) no later than Friday November 23, 2018.

**Family Details**

Mother/Carer: .....  preferred recipient of fee statement  
Surname Given Name

Father/Carer: .....  preferred recipient of fee statement  
Surname Given Name

**Details of how 2019 School Fees will be paid**

**Terms of payment** (if no box is ticked the payment defaults to standard) **see overleaf for details**

Standard  Yearly  Monthly  Fortnightly  Weekly   
(3 instalments) (1 instalment) (10 instalments) (20 instalments) (40 instalments)

The College's preferred payment method is BPay



Do you require Split Billing arrangements for 2019 fees? Yes \_\_\_\_\_ No \_\_\_\_\_

**Details of ALL Family Members attending ANY NSW SCHOOL in 2019**

Child's Family Name (Please list Eldest to Youngest)	Child's Given Name	Date of Birth	School Attending in 2019	Scholastic Year in 2019

**Acceptance and Certification - to be signed by person(s) responsible for payment of fees**

I/we request that the sibling discount be granted on Tuition Fees and/or Building Levy for all applicable students detailed overleaf. I/we have read the terms and conditions relating to payment of school fees. I/we certify that I will take responsibility for payment of all fees billed to me/us by the school and agree to abide by the Terms and Conditions.

Signature 1 ..... Date: .....  
Print Name Signature

Signature 2 ..... Date: .....  
Print Name Signature



### Eligibility for Fee Discounts

- The first child is the child in the family who is in the most senior class of any systemic school in the Catholic Diocese of Broken Bay (some exceptions do apply, see below). Second and subsequent children are defined in descending order of class seniority of children attending any systemic Catholic School in the Diocese of Broken Bay.
- The following schools are also included as systemic for the purposes of tuition fee discounting only (**not** applicable to family building levy):
  - ◆ St Edwards, East Gosford
  - ◆ Stella Maris, ManlyRates currently applicable are:-
  - ◆ Second child 20% discount
  - ◆ Third child 50% discount
  - ◆ Fourth & subsequent children 100% discount
- Students attending systemic schools in the Archdiocese of Sydney, Diocese of Parramatta and the Diocese of Wollongong may also be eligible for sibling discounts on **tuition fees** (as above), and a reduction on the Diocese of Broken Bay family **building levy**. Please ensure these students are listed on the first page of this form.
- Parents/caregivers must notify the College of any changes to the enrolments listed on this form. In this event, a new form must be completed and submitted to the College and any discounts will be adjusted.

### Terms and Conditions relating to the payment of School Fees

- If more than one account is to be issued per family, written approval of all parties involved must be obtained - please contact the Accounts Department for details.
- Tuition fees and building levy are set each year by the Diocesan Schools Board.
- School fees are billed and invoiced on an annual basis. The standard payment terms are in three equal instalments in February, April and July.
- The dates for payment will be clearly provided on the invoice issued at the beginning of the school year.
- Sibling discounts for Tuition Fees are **not** automatic, application must be made by completing, signing and submitting this form by the due date.
- Fees can be paid by cash, cheque, BPay, EFTPOS, credit card (Visa and Master Card only) or Qkr (refer to [www.matermaria.nsw.edu.au/qkr](http://www.matermaria.nsw.edu.au/qkr)).
- Families may make arrangements to alter the standard payment terms. Payments may be altered to either yearly, monthly, or fortnightly. Please indicate under *Terms of Payment* overleaf.
- If both parents/caregivers have signed the original Enrolment Form then both are responsible for payment of the fees unless split billing forms have been completed and submitted to the College.
- In case of genuine financial hardship, families should apply to the Accounts Department for the necessary detailed application.

**Please read the Terms & Conditions and sign the Acceptance.**

**No discounts will be given unless this form is signed and returned to the College by the due date.**