



FEES POLICY

TERMS AND CONDITIONS

Please ensure you have read this policy before you sign your child's enrolment form.

The Darwin Languages Centre is committed to ensuring that every student achieves their language learning goals. To help us with this, there are a few terms and conditions regarding fees and charges that are required so that we can run the Centre successfully.

If you would like to discuss them further or have any other questions about how we operate, please contact us on: (08) 8997 7000

Why are fees charged for your child to attend after school programs?

Parent/guardian fees guarantee your child a place in class and help to attract and maintain experienced and highly talented teaching staff.

Payment of Fees

- Where children are already attending a class and will be continuing, parents / guardians are required to pay fees within 7 days of receipt of the invoice.
- For new students, fees are required to be paid within 7 days of receipt of the invoice.
- Bus and BBQ fees (if participating) will be included in your invoice are payable within 7 days of receiving the invoice.
- Families are encouraged to use the NT Sports Vouchers to help pay for term fees only.
- Failure to pay the fees and charges within 7 days of receiving the invoice may result in your child's discontinued enrolment from classes until the account has been settled.

Payment Methods



Fees may be paid in person at Darwin Languages Centre using cash, or EFTPOS credit card (VISA or MasterCard)



Direct Deposit: Darwin Languages Centre: **BSB 035306 - Account 280383 – Reference =** invoice number, your child's first initial and surname



Phone payment: 8997 7000



Sport Vouchers (issued twice per year - follow the link below)

<https://nt.gov.au/leisure/sport/sport-and-swim-vouchers/sport-voucher-scheme-urban/get-sport-vouchers-for-your-child>

Unpaid Fees

- An email reminder notice will be issued during each week of term for any outstanding fees.
- If payment has not been finalised within three weeks, we will be required to discontinue your child's placement at the Centre. You will receive a final written notice informing you of our decision.

Financial Difficulties

- Our Centre recognises that from time to time we can all find ourselves in financial difficulty. If you are experiencing difficulties, please come and talk with us as a suitable payment plan may be arranged with authorisation of the Darwin Languages Centre Principal. This will be reviewed on a case-by-case basis.

Darwin Languages Fees Schedule

- Darwin Languages Centre fees per school term, per language are \$180.00, unless otherwise stated.
- Fees are based on a term rate not a week by week rate (no pro-rata) unless otherwise stated.

Optional extras (adjusted for public holidays, no pro-rata)

- After school transport service to Darwin Languages Centre (if available) is \$7.50 per week subject to public holidays.
- One sausage in bread with sauce and a fruit drink is \$3.50 per week.

Refund of Fees

- If you choose to withdraw your child / children once they have commenced classes for the term, Darwin Languages Centre will not offer a refund.
- In the event of an accident or serious illness, application may be made to transfer the payment to the following term/year.
- If classes are cancelled, you will be notified of any cancellations and your paid fees will be refunded from the date of cancellation.

Parent/Guardian Acknowledgement

On signing the student enrolment form you accept that:

- The information above that has been provided to you by the Darwin Languages Centre.
- That the fees for your child/children's enrolment at Darwin Languages Centre are paid within 7 days of receiving an invoice.
- Darwin Languages Centre will advise you three weeks after the term commences if fees are overdue.
- You understand that your child's/children's place may be discontinued as a result of unpaid term fees.