



### SOUTHERN CROSS SCHOOL FEES FOR 2018 & FEE COLLECTION POLICY

Southern Cross Schools is an independent school and the payment of school fees, as determined by the Governing Body, is compulsory and in terms of the South African Schools Act No. 84 of 1996, legally enforceable. The parents/legal guardians/custodians of a learner are jointly and severally liable for the payment of school fees irrespective of any internal arrangements agreed upon between them.

The school and boarding fees for 2018 as determined by the Governing Body are as follows:

**Initial once-off payments prior to entrance into school effective from January 2018:**

Registration fee to accompany application form: 475

Enrolment fee non-refundable (once off payment to enter school) is payable as follows:

Earth Tots	No Enrolment Fee
Grade 000 – Grade R	No Enrolment Fee
Grade 1 & 2	2000
Grade 3	3000
Grade 4	4000
Grade 5	5000
Grade 6	6000
Grade 7 – 11	7000

Non - refundable once off bed fee payable upon acceptance into Boarding: 7000

#### TUITION FEES:

Grade	Tuition Fees 2018, Including All Levies	Annual in Advance (5% Discount) on Tuition Fees	Monthly Fee 2018 Levies Included 12 months
Earth Tots	26842	25500	2237
Grade 000,00	33637	31955	2803
Grade R	37590	35711	3133
Grade 1, 2, 3	45911	43616	3826
Grade 4, 5	51787	49197	4316
Grade 6, 7	55368	52600	4614
Grade 8 - 11	76049	72247	6337
Grade 12	87411	83040	7284

**THE FEES IN COLUMN 2 ABOVE ARE THE ANNUAL TUITION FEES INCLUDING LEVIES FOR 2018; COLUMN 3 REFLECTS TUITION FEES WITH 5% DISCOUNT APPLIED AND IS APPLICABLE IF THE ANNUAL FEE IS PAID IN FULL BEFORE 31 DECEMBER 2017 AND COLUMN 4 SHOWS THE MONTHLY FEE INCLUDING LEVIES IF PAID OVER 12 MONTHS. THE 1<sup>ST</sup> PAYMENT IS DUE ON OR BEFORE 1 JANUARY 2018.**

**PLEASE NOTE THAT THE LEVIES APPLICABLE FOR 2018 ARE OUTLINED BELOW. THE FEES INCLUDING LEVIES DO NOT INCLUDE THE COST OF AFTERCARE, TEXTBOOKS, FIELD TRIPS, CERTAIN SPORTS TRIPS & OUTINGS, IBT FEES / CONQUESTA FEES / OLYMPIAD FEES AND IEB EXAM FEES AND THESE WILL BE INVOICED SEPARATELY. THE GRADE 12 FEE INCLUDES THE GRADE 12 IEB EXAM FEE and REGISTRATION FEE, BUT NOT OTHER IEB EXAM FEES.**

**CAPITAL DEVELOPMENT EXTRAS (Included in published fee above)**

Capital Development Levy – Buildings (Per child per month for 12 months)	440
ICT Development Levy – Computers (Per child per month for 12 months)	68

**OPERATIONAL EXTRAS (Included in published fee above)**

Function Fund (Per child per month for 12 months)	40
Security Levy (Per child per month for 12 months)	70
Stationery & Printing Levy (Per child per month for 12 months)	55
Grade 12 IEB Exam Registration and Fee (per Grade 12 child per year)	5791

**Aftercare in the Pre-school and Prep School is charged at R15.00 per hour.**

**PROVISION OF TEXTBOOKS**

Please note the school will purchase the textbooks, set work books and readers required by your child. These books will then be issued to your child or made available in the classroom and the cost of the books or a rental fee, will be invoiced to parents early in the year. If the books that have been issued are returned in a usable state at the end of the year, the parent's fee account will be credited accordingly. Parents will be charged the full replacement cost of any books that are not returned or are returned in an unusable state.

**BOARDING HOUSE FEES**

Boarding Fee 2018	Boarding Fee (Annual)	Annual in advance (5% Discount)	Monthly (12 Months)
Grade 6 – 12	66827	63486	5569

**PLEASE NOTE THE BOARDING FEE INCLUDES THE BOARDER LEVY AND LAUNDRY SERVICE. ALSO NOTE THE FEE IS PAYABLE EITHER IN ADVANCE OR PAYABLE OVER 12 MONTHS WITH THE FIRST PAYMENT DUE ON 1 JANUARY 2018 AND THE LAST INSTALMENT DUE ON 1 DECEMBER 2018. TO QUALIFY FOR THE DISCOUNTED FEE, THE FULL BOARDING FEE MUST BE PAID ON OR BEFORE 31 DECEMBER 2017.**



**IMPORTANT POINTS TO TAKE NOTE OF REGARDING THE FEE COLLECTION POLICY**

2. Collection Policy:

- 2.1 One full academic term's written notice is required for learners who leave during the year or at the end of the academic year. In exceptional circumstances a written application to the Board of Governors explaining the reasons why a term's notice should not be paid, may be considered by the Chairman of the Board and a possible lesser period of notice may be accepted.
- 2.2 Invoices will be posted or e-mailed on a monthly basis. Non receipt of an invoice does not exonerate parents/legal guardians/custodians from paying the fees on time in advance.
- 2.3 Any queries need to be forwarded to the accounts department and/or to the member of the Board of Governors who deals with fee collections (the Chairman of the Board Finance Sub-committee) and not to the Headmaster of the school.

3. Discounts:

- 3.1 Fees paid in full before 31 December 2017 will be discounted to the published discounted tuition and / or boarding fee.
- 3.2 No other automatic fee discounts are applicable.

4. Fee Payment Options:

- 4.1 Fees are payable in advance. There are however, two payment options for parents.
- 4.2 The full tuition fee/boarding fee can be paid in advance. Individuals opting for this method of payment will benefit from the published discounted fee.
- 4.3 Individuals who choose not to pay the full amount in advance must pay the published monthly fee by the 1st day of the month.

**Southern Cross Schools' banking details:**

**Standard Bank, Hoedspruit  
Account Number: 0333 5798 6  
Branch Number: 052752**

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5. Collection Procedure on non or late payments:

PO Box 116, Hoedspruit, 1380, South Africa  
Phone: 015 793 0590/1  
Fax: 086 530 5153



E-mail: [raptor@scschools.co.za](mailto:raptor@scschools.co.za)  
Website: [www.southerncrossschools.co.za](http://www.southerncrossschools.co.za)

**"School for the Planet"**

- (a) Each Parent shall, subject to (b), pay:
- (i) tuition fees and boarding fees, on such terms and conditions as the School may from time to time decide; provided that all such tuition fees shall be paid by the Parent by no later than the first day of the year; and
  - (ii) any other amount, within thirty days after the date of receipt of the relevant statement.
- (b) Notwithstanding the provisions of (a), the School may, in circumstances which the School deems appropriate:
- (i) allow a Parent such rebate as the School determines from time to time in the event that tuition fees are paid prior to the due date; or
  - (ii) permit any amount due in terms of (a) to be paid in monthly installments, subject to such conditions as it may require.
- (c) Each payment made to the School shall be free of bank costs and charges or other deduction of whatsoever kind.

### **Default by Parent**

(a) To the extent that any tuition fee or other moneys owing by a Parent to the School are not paid on or before the due date, the School may in its discretion, and subject to such conditions that it may impose:

- i) withhold school reports and/or any other official school related documentation;
- ii) suspend the provision of both school tuition and boarding accommodation.

(b) Notwithstanding the provisions of (a) and in addition to any steps taken by the School pursuant hereto, any tuition fee or other moneys owing by a Parent to the School not paid on or before the due date for payment thereof will bear interest at the maximum rate of interest for incidental credit prescribed from time to time in terms of the National Credit Act, 2005 ("NCA"), or at such lesser rate as the School determines from time to time in its sole discretion. Interest not paid to the School by the last day of the month in respect of which such interest accrues will bear further interest at the same rate.

(c) In addition to interest the School will be entitled to recover from a Parent who fails to make payment of any amount on or before the due date, default administration costs and collection costs, as contemplated in the NCA, including legal costs on the attorney and client scale and collection commission to the extent permitted by the NCA.

(d) Nothing herein shall in any manner limit or detract from the power of the School to terminate the educational services to the child of the defaulting Parent, nor shall the termination of such educational services in any manner limit, detract from or prejudice the right of the School to recover from the defaulting Parent all amounts owing to the School, together with interest, default administration costs, collection and other costs as aforesaid.

(e) No failure or delay on the part of the School in exercising any right, power or privilege contemplated in this clause or elsewhere will operate as a waiver, nor will any single or partial exercise by the School of any right, power or privilege preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

### **Notices**

Each Parent shall provide the School with an address / e-mail address in writing to which notices, documents or other communications intended for the Parent are to be sent. The School is to be



promptly advised in writing by each Parent should the address / e-mail address of the Parent change. Any letter, notice, statement, invoice, account or other written communication of whatsoever nature posted by the School to a Parent at the latest postal address / e-mail address of such Parent reflected in the School's records shall be deemed to be received by the Parent seven days after the date of posting thereof. Notwithstanding the foregoing, any notice, document or other communication contemplated in this clause actually received by a Parent to whom it is addressed, will be deemed to have been received, notwithstanding that such document was not posted in accordance with this clause.

The parties specifically record that no form of payment arrangement shall be construed to be a novation of this agreement nor an incidental credit agreement in any form whatsoever. Such an arrangement will purely be without prejudice and will in no way whatsoever restrict the rights of the school to collect the school / boarding fees at any stage in its sole discretion.

6. Methods of payment: (Please tick one of the boxes.)

Fees can be paid either in full, in advance or in twelve instalments, one per month, from 1 January 2018 to 1 December 2018 payable by:

- 6.1 Monthly instalments – due on 1<sup>st</sup> of each month
- 6.2 Paid in full by 31 December 2017 (5% discount)

7. Means test:

Any parent / guardian / custodian of a child wishing to pay the school / boarding fees in 12 monthly installments may be required to provide information to the school proving that he / she is able to afford the fees. A form providing specific financial information may have to be completed for this purpose. All information contained in this form will be kept confidential by the school.

8. Trips & outings:

Please note that the cost of overnight and long distance trips, sports tours, sports fixtures and educational and other outings are not included in the tuition fees charged by the school. Staff arranging such trips will inform parents in good time of the cost of such outings. College parents will be informed early in the year of the cost of the educational trips that will be undertaken by all College learners during their educational field trips later in the year.

9. Exam and Olympiad Registration Fees:

Please note that registration and entry fees for exams, Olympiads, expos, benchmarking tests, eisteddfods etc. are not included in the published school fee indicated above. Any such fees that accrue will be invoiced separately as and when they occur.

**Acceptance of School Fees and/or Boarding Fees and Fee Collection Policy:**

I, \_\_\_\_\_ ID no: \_\_\_\_\_

parent/guardian/custodian of: \_\_\_\_\_ in Grade \_\_\_\_\_

\_\_\_\_\_ in Grade \_\_\_\_\_

\_\_\_\_\_ in Grade \_\_\_\_\_

\_\_\_\_\_ in Grade \_\_\_\_\_

accept full responsibility for the payment of my child's school fees and/or boarding fees in accordance with this policy.

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Signed \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_

at \_\_\_\_\_ (place).

Witness 1: \_\_\_\_\_ Date: \_\_\_\_\_

Witness 2: \_\_\_\_\_ Date: \_\_\_\_\_