St Thomas More
Catholic Primary School

PO Box 810, Noosa Heads, QLD, 4567
75 Ben Lexcen Drive, Sunshine Beach
Ph: 07 5449 2022 Fax: 07 5449 2770

School Fees 2027

Direct Debit and Credit Card Authority

Payment of school fees can be made via regular payments from either your bank account or credit card. This service is arranged by the Archdiocesan Development Fund Brisbane at **no cost** to families. You may choose to have payments debited from your nominated bank account on a weekly, fortnightly, monthly or quarterly basis, or via your credit card on a fortnightly or monthly basis.

This is an advantage to many families as it reduces the amount payable in any one transaction. We prefer payment options to be set up in November 2026 to allow for fees to be calculated over a 12 month period for more manageable payments, however this arrangement can be set up by families at any time. This ensures fees are finalised by end of term 4 2027.

Term statements will still be sent home to families who choose to use this service as a record of fees and payments. Receipts will not be issued unless requested, however if you are generously supporting the school with donations to our Building and or Library funds, we will arrange for the amounts to be taken from your regular payments and statements showing contribution portions will be issued at the end of each financial year for tax purposes.

Please find attached a School Fees Calculation Sheet to assist you in calculating your payment amount. Also attached is a Direct Debit Request form for payments from bank accounts and an Authority for Recurrent Payment by Credit Card for payment via credit card. Please ensure you select the correct form for your preferred payment method.

We are happy to help with calculations or completion of forms if required. Please email psunfinance@bne.catholic.edu.au or contact the Finance office and we will do the required calculations on your behalf.

If you choose to use either of these options, forms need be returned to the school office ASAP as these forms need to be processed by Finance by the end of November 2026 if you wish your payments to be calculated over a twelve month period.

PLEASE NOTE:
It is the responsibility of account holders with existing continuing direct debits and recurring credit card payments to re calculate fee repayments each year to ensure the correct amount is being deducted to cover fees. Please contact the finance office as per above if assistance is required.

In truth and Love

St Thomas More
Catholic Primary School

PO Box 810, Noosa Heads, QLD, 4567
75 Ben Lexcen Drive, Sunshine Beach
Ph: 07 5449 2022 Fax: 07 5449 2770

Schedule of Annual Fees 2027

Compulsory Fees and Levies (per student unless otherwise stated)					
Tuition	1 child $1904 (Tuition Fees per family- 2 children $3048, 3 children $3812, 4 children $4192)				
Capital Levy	$712 per family				
Student Levy	$230				
Technology Levy	Prep Student $160		Years 1 – 6 $230		
Resource Levy	Prep $170	Year 1 $155	Year 2 $130	Year 3 $120	Years 4 – 6 $110
Incursion and Excursion Activity Levy	Prep $140	Year 1- 5 $185	Year 6 $250	Year 5 Camp $380	Year 6 Camp $380
Parents & Friends Group Levy (PFG Levy)	$80 per family				

Enrolment and Application Fee

Enrolment applications incur a $50 fee per application on submission. When a place is offered, a fee of $700 is payable. $200 of this amount is retained as a non-refundable acceptance fee. The remaining $500 will be credited to your fee account in students first school term. Should enrolment be cancelled any time prior to the student commencing, the fee is non-refundable. The $700 enrolment fee is payable for your first child's enrolment only.

Sibling Discounts

Families who also have students at another Catholic school on the Sunshine Coast will receive a discount on the Tuition Fees under the Sibling Discount Scheme. An application is not required. This discount will automatically appear on your statement (First sibling 5%, second sibling 10%, third sibling 20%, fourth sibling 40% Tuition Fee only).

Extracurricular Program

Instrumental Music (optional)

The School offers ensembles and group instrumental lessons. Lessons are invoiced based on 9 lessons per term and is charged in term 1 for full year. Lessons are $840 per year. Instrument hire is also available at $280 per year.

Dance

St Thomas More offers 4 Dance troupes to cater for different levels of student experience. Our Emerald & Opal Junior troupes and Sapphire Senior troupe are all abilities classes focusing on a well rounded dance experience in both Lyrical and Jazz styles. Fees are $400 per semester non-refundable. Our Ruby Extension troupe is for Year 3 to 6 students and includes competition commitment by both students and parents. Fees are $1200 per year non-refundable.

Enrolment and re-enrolment fees

All our extracurricular programs attract an annual $55 enrolment fee for new students and a $30 re-enrolment fee for continuing students.

Compulsory PFG Levy

This levy is not tax deductible and is used to fund projects endorsed by St Thomas More's Parent and Friends Group.

Compulsory Capital Levy

This levy is not tax deductible and is used to meet current and future commitments for building projects.

Voluntary Levies

In 2027 a voluntary donation of $85 per family per term will be included on your invoice. These levies are tax deductible as they are a voluntary levy. Tax statements are provided to families at the end of the financial year. These funds are used towards Capital Building and to provide resources for our School Library

Fee Payment Options

Fees and levies will be invoiced at the beginning of each term. All fees are due 14 days after invoice date unless the Direct Debit option is arranged.

Direct Debit / Credit Card

The School offers a Direct Debit/Credit Card payment system that allows you to spread the cost of fees over the year. An amount is deducted from your bank account or credit card each week/fortnight/month/term. Direct debit amounts will not be automatically calculated at the start of each year. Parents/guardians are required to contact the Finance Department to reassess and/or adjust payments. A "Fee Calculator" is available on the Schools website to assist with calculations. Direct Debit and Credit Card forms can be downloaded from the Website: www.stmsunshine.qld.edu.au or are available from the School.

BPay

Fees can be paid via BPay using the Biller Code and Reference number on your Statement of Account.

Bpoint

Fees can be paid via credit card on the Bpoint link provided on BCE Connect.

School Fees Policy

For more information on School Fees please refer to our website: www.stmsunshine.qld.edu.au

In truth and Love

2027 SCHOOL FEES CALCULATION SHEET - *COMPLETE ALL SHADED AREAS*						**Do you have an existing direct debit or credit card payment setup?**	**Y / N**
Family Name:		**Customer Number:**					
Name of Parents		**Number of Children**		**% Paid**			
Children's Names							
2027 Year Levels							

2027 School Fees and Levies - *Please complete shaded area below*

TUITION FEES, STUDENT & CAPITAL LEVIES, PFG levy	**Annual**		**TOTAL**
Single Child Rate or	**$2,926.00**		**$**
Two Child Rate or	**$4,300.00**		**$**
Three Child Rate or	**$5,294.00**		**$**
Four plus Child Rate	**$5,904.00**		**$**
Sibling Discount *(other Catholic Schools please circle)*	**Y / N**	#other students	**$**
Building Fund Contribution Per Family *(voluntary tax deductable donation)*	**$ 240.00**		**$**
Library Fund Contribution Per Family *(voluntary tax deductable donation)*	**$ 100.00**		**$**
STUDENT RESCOURCE LEVIES (per student)			
Prep Levy	**$ 170.00**		**$**
Yr 1 Levy	**$ 155.00**		**$**
Yr 2 Levy	**$ 130.00**		**$**
Yr 3 Levy	**$ 120.00**		**$**
Yr 4 – Yr 6	**$ 110.00**		**$**
Technology Levy: Prep	**$ 160.00**		**$**
Technology Levy: Yr 1 to Yr 6	**$ 230.00**		**$**
Incursion and Excursion Activity Levy per year level **Prep $140, Yr 1 to 5 $185, Yr 6 $250**	Year $ Year $	Year $ Year $	**$**
STUDENT CAMPS *ESTIMATES ONLY*			
Yr 5 and Yr 6 Camp $380 - per student	Year $	Year $	**$**
Extracurricular - Student Charges 2026 Optional		**Number of children**	
Instrumental Music Years 3 to 6	**$ 840.00**		**$**
Instrument Hire	**$ 280.00**		**$**
Dance – Junior (Emerald & Opal) & Senior (Sapphire)	**$ 800.00**		**$**
Dance – Extension (Ruby)	**$1200.00**		**$**
Extracurricular New Enrolment Fee (per activity)	**$ 55.00**		**$**
Extracurricular Re-Enrolment Fee (per activity)	**$ 30.00**		**$**
OUTSTANDING/CREDIT BALANCE 2026	**$**		**$**
TOTAL FEES PAYABLE FOR 2027 *(sum of shaded column)*	**$**		**$**
Payment Start Date / /	**Please circle - Weekly/Fortnightly/Monthly/Quarterly**		

St Thomas More Catholic Primary School

Ben Lexcen Drive, Sunshine Beach Qld 4567
PO Box 810, Noosa Heads Qld 4567
Telephone: 07 5449 2022
Email: psunshinebeach@bne.catholic.edu.au

ARCHDIOCESAN DEVELOPMENT FUND

AUTHORITY FOR RECURRENT PAYMENT BY CREDIT CARD

Action *(Please tick)*: ☐ New request ☐ Alteration ☐ Cancellation

Student/s Name/s:

Surname: Name:

Address: Postcode:

SECTION 1 – CARD DETAILS *(ALL DETAILS MUST BE SUPPLIED)*

Type of Card *(Please tick)*: ☐ VISA ☐ MASTERCARD

Cardholder Name *(As appears on card)*:

Card Number: | | | | | | | | | | | | | | | | |

Expiry Date *(dd/mm/yy)*: / /

Please black out this section after loading.

SECTION 2 – DESCRIPTION OF GOODS/SERVICES *(FOR EXAMPLE, SCHOOL FEES)*

SECTION 3 – READY RECKONER

For assistance in calculating payment dates using the Ready Reckoner please refer to ADF website or follow the link https://adf.brisbanecatholic.org.au/ready-reckoner

SECTION 4 – PAYMENT DETAILS

Payment Frequency *(Please tick)* : ☐ Fortnightly ☐ Monthly ☐ Once Only

No. of Payments: Start Payment Date *(dd/mm/yy)*: / / 20

Amount per debit: $ Final Payment Date *(dd/mm/yy)*: / / 20

SECTION 5 – AUTHORITY

I hereby authorise the Merchant to debit my Card Account with the amount and at the intervals specified above for goods/services as described. In the event of any change in the charges for these goods/services, I/we authorise _____ to alter the amount from the appropriate date in accordance with such change from time to time.

This authority shall stand, in respect of the above specified Card and in respect of any Card issued to me in renewal or replacement thereof, until I notify the Merchant in writing of it's cancellation.

Cardholder's Signature: Date: / / 20

PLEASE NOTE: Form to be retained for your records. Do not forward to ADF.

OFFICE USE ONLY Reference:

CC 2016/1

DIRECT DEBIT REQUEST (DDR) AND SERVICE AGREEMENT

SCHOOL AND COLLEGE

St Thomas More School
75 Ben Lexcen Drive, Sunshine Beach Qld 4567
Telephone: 07 5449 2022
Email: psunfinance@bne.catholic.edu.au
51501 S16 NOO

INSTRUCTIONS FOR COMPLETION

- All fields are mandatory and must be completed by the person(s) authorised on the account to be debited.
- All changes made on the form must be confirmed with a full wet ink signature placed next to each amendment.
- **Digital signatures are not accepted.** Form to be authorised with wet ink signatures.

SECTION 1 – STUDENT/S DETAILS

Action *(Please tick)* : ☐ New request ☐ Alteration ☐ Cancellation

OFFICE USE ONLY
School/College **A# Number**:

Student/s Name/s:

OFFICE USE ONLY
School/College **Reference Code**:

SECTION 2 – DETAILS OF ACCOUNT AUTHORITY

I/We *(Name of Customer/s)*:

Mobile Number:

Authorise the: **ARCHDIOCESAN DEVELOPMENT FUND**

APCA User ID Number: **062782**

To arrange for funds to be debited from my/our account at the Financial Institution identified below and as prescribed below through the Bulk Electronic Clearing System (BECS). This authorisation is to remain in force in accordance with the terms described in the Direct Debit Service Agreement (see over page).

SECTION 3 – DETAILS OF ACCOUNT TO BE DEBITED *(COMPLETION OF ALL DETAILS IS MANDATORY)*

Name of Financial Institution:

Branch Location:

BSB Number:

Account Number:

Account Name:

SECTION 4 – READY RECKONER

For assistance in calculating payment dates using the Ready Reckoner please refer to ADF website link adf.brisbanecatholic.org.au/ready-reckoner/

SECTION 5 – PAYMENT DETAILS *(PLEASE ALLOW 3 WORKING DAYS FOR PROCESSING)*

I/We request that you debit my/our account in accordance with this Agreement and subject to one or more of the following conditions:

Payment Frequency *(Please tick)*: ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Quarterly ☐ Once only

Number of Instalments:

Start Payment Date *(dd/mm/yy)*: / /

Amount of: $

Final Payment Date *(dd/mm/yy)*: / /

OR ☐ Until Further Notice

As an authorised signatory to the account listed in Section 3, please accept this authority to debit my/our nominated bank account with any charges/tuition fees as per my/our annual fee account including any miscellaneous charges appearing during the year. I/We understand that this amount may change from time to time and that the School/College will provide me/us written notice of any changes that disadvantages me/us at least 30 days prior to the changes coming into effect.

SECTION 6 – AUTHORITY

By signing this authority, I acknowledge that:
1) I/we am/are the owner/s and/or an authorised signatory of the account provided in Section 3 of this form.
2) I/we am/are authorised to enter into the Direct Debit arrangement as detailed in this form.
3) I/we have received, read, and understood the Direct Debit Service Agreement.

Name of Authorised Person 1:

Name of Authorised Person 2:

Wet Ink Signature of Authorised Person 1:

Wet Ink Signature of Authorised Person 2:

Date: / /

Date: / /

DIRECT DEBIT SERVICE AGREEMENT - SCHOOL AND COLLEGE

1. DEBITING YOUR NOMINATED ACCOUNT

1.1. The Archdiocesan Development Fund (ADF), on behalf of your School/College, undertakes to debit your account on the nominated day each period as per the information provided. Please note the ADF will not issue billing advices to you. Confirmation that the debit has occurred will be evidenced by the debit entry to your nominated financial institution account.

1.2. When the due date for payment falls on a day which is not a Business Day the Debit will be processed by the ADF on the next business day. In the event that the due date for payment is the last day of the month and that the day is not a business day, the Debit will be processed by the ADF on the next business day. If you are uncertain when the Debit will be processed to your account, please enquire directly with your Financial Institution.

1.3. If the Debit is returned unpaid by your Financial Institution four (4) times in a calendar year, we will cancel the Agreement and notify the School/College who will contact you directly.

1.4. This Direct Debit Authority remains in place and current unless one of the following conditions has been met.

i) The payment of all outstanding amounts with the School/ College.
ii) The end date specified has passed.
iii) The debit has been returned unpaid by your Financial Institution four (4) times in a calendar year.
iv) You request that the Debit Authority be cancelled either by contacting your School/College or Financial Institution.

2. CHANGES BY US

2.1. The ADF will provide you, via the School/College, with at least 30 days written notice if we make any changes to the terms of this Agreement or Direct Debit Request that may disadvantage you, including but not limited to the following:

i) The direct debit amount.
ii) The direct debit due date.
iii) The direct debit payment frequency.

2.2. In the event of any change in the charges for these goods/services, the ADF may alter the amount of your direct debit from the appropriate date in accordance with such change as advised by your School/ College from time to time.

2.3. If the Debit is returned unpaid by your Financial Institution four (4) times in a calendar year, we will cancel the Agreement and notify the School/College who will contact you directly.

3. CHANGES BY YOU

3.1. You may cancel, request deferment of, or alteration to your authority for us to debit the nominated account by advising your School/ College in writing at least three (3) business days before the due date of the next debit. The School/College will then provide these details to the ADF for processing.

3.2. You can also temporarily suspend or cancel your direct debit arrangement by contacting your School/College or Financial Institution.

3.3. All changes made on the form must be confirmed with a full wet-ink signature placed next to each amendment.

4. DISPUTES

4.1. If you believe there has been an error in debiting your account or you wish to dispute a transaction, you should notify your School/ College in the first instance. The School/College will then provide this information to the ADF who will investigate your claim and then liaise directly with you to achieve a resolution satisfactory to both the ADF and you.

4.2. Alternatively you can contact your Financial Institution who may lodge a claim on your behalf.

5. YOUR OBLIGATIONS

5.1. It is your responsibility to ensure that you are either the account owner or an authorised signatory for the account listed in Section 3 of the form.

5.2. Direct Debiting is not available on all bank accounts. You will need to check with your Financial Institution if you are uncertain whether your account is suitable for direct debiting. Credit Cards and some passbook accounts are not suitable for Direct Debits.

5.3. You should check your account details against a recent statement from your Financial Institution to ensure their correctness. If uncertain, check with your Financial Insti tuti on before completing the Direct Debit Request.

5.4. It is your responsibility to ensure that there are sufficient cleared funds available in your nominated account to allow a debit payment to be made. If there are insufficient funds in your nominated account:

i) The payment will be rejected and returned as unpaid to the ADF.
ii) The School/College will be advised by us of the rejected debit and they will contact you directly.
iii) The School/College will debit any processing charges incurred by the ADF.
iv) You may be charged a dishonour fee by your Financial Institution.

6. CONFIDENTIALITY

6.1. Details of Customer records and account details will be kept in confidence and accessed only for the purpose of processing the Direct Debit Request. Please note we may be required to provide information to your Financial Institution in the case of a query or claim of wrongful debit.

6.2. The ADF collects personal information directly from you for the purposes of providing the direct debit facility, including the processing of payments, transactions and managing accounts. If the personal information you provide is incomplete or inaccurate, we may not be able to provide you with this service.

6.3. The ADF collects, holds, uses and discloses personal information about you. The ADF may disclose personal information about you to your School/College, agencies within the Archdiocese, and external third parties, including other financial institutions that assist the ADF in providing this service. The ADF does not disclose personal information overseas, but the ADF may engage with third parties who use service providers with overseas infrastructure.

6.4. Our Privacy Policy (available on our website or on request) sets out how you can access and ask for correction of your personal information, how you can complain about privacy-related matters and how we respond to complaints. Contact details: Privacy Officer, GPO Box 282, Brisbane, Queensland, 4001. Email: privacyofficer@bne.catholic.net.au, telephone +61 7 3324 3578.

7. DEFINITIONS

Nominated Account means the account held at your financial institution from which we are authorised to debit funds.

Financial Institution is the financial institution where you hold the account that you have authorised us to arrange to debit.

Business Day means a day other than a Saturday or a Sunday or a listed public holiday in Queensland.

Us, We Our means the Archdiocesan Development Fund (ADF).

I, You and Your means the customer(s) who signed the Direct Debit Request.

Your School/College and the School/College means the entity that your direct debit request is set up through and where your payment is being made to.

ADF means the Archdiocesan Development Fund.