

REHOBOTH



SOLI DEO GLORIA

2019-2020

# ENROLMENT PACK

REHOBOTH CHRISTIAN COLLEGE



**ENROLMENT PACK 2019-2020**

**Containing Enrolment Application Forms, Fee Schedule, and Contract of Enrolment**

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## FEES AND PAYMENT OPTIONS

Dear Families

**We draw your attention to the schedule of fees, applicable from Term 2, 2019 to Term 1, 2020.**

College fees are billed once per Term and must be settled in full by 25 March, June, September, and November. It is acceptable to make payments monthly, fortnightly, or weekly; however, the account must be settled in full on or before the last day of each Term.

We request that families pay by direct debit wherever possible, as collections can then be adjusted with your approval to settle your account by the end of each Term. If you are experiencing any difficulty in making payments, kindly make an appointment for a confidential discussion with the Finance Manager.

There are five options for paying fees:

<b>Direct Debit</b>	This option is preferred by the majority of families, with weekly, fortnightly, or monthly options available. If you would like us to directly debit your bank account, kindly read the attached Client Service Agreement, complete the Authorisation for Direct Debits form, and return to the Business Office. This method is mandatory if your account is in arrears.
<b>Credit Card</b>	Payment by credit card can be made either in person or over the phone at any of our Administration Offices or at the Business Office.
<b>Electronic Funds Transfer (EFT)</b>	Payments via internet banking. If using this method, please ensure that your family surname and initial appear as the reference for the transaction. Note that the student's name is not required. The College's banking details for EFT payments: Association for Christian Education, Inc. ANZ Bank Cannington BSB 016-270 Account 4255 42729
<b>Centrepay</b>	This is a service offered by Centrelink to make regular payments directly from benefits. If you are interested in this option please contact the Business Office for further details.
<b>Cash or cheque</b>	Payment can be made at any of our Administration Offices or the Business Office.

Your Enrolment Pack contains two copies of the Fee Schedule. One is for you to retain for your records, while the other copy is to be signed and returned along with your other completed enrolment documents.

We look forward to our continued partnership with you in providing outstanding Christ-centred education for your children.

Yours sincerely

Rachael Fairlamb  
**FINANCE MANAGER**



## ENROLMENT CHECKLIST FOR PARENTS

Please ensure you have completed all forms in full, including all signatures and checkboxes, as this will help us to process your application promptly.

Family name

### 1. PARENT/GUARDIAN APPLICATION

**Parent/Guardian Application** form correctly completed (including Parent/Guardian Declaration and 2 signatures)

**Testimonial Form** completed

### 2. AUSTRALIAN CITIZENS

Copy of Citizenship Certificate or Australian passport for both parents (applies only to parents not born in Australia)

### 3. NON-AUSTRALIAN CITIZENS

Evidence of Income Tax status in Australia (latest Tax Assessment)

Copy of Passport and Visa (please copy page with Date of Arrival stamp and photo, for both parents)

### 4. STUDENT ENROLMENT FORM

**Student Enrolment Form** correctly completed (including Parent/Guardian Declaration and two signatures)

Copy of Immunisation History Statement (no more than two months old)

Copy of Birth Certificate (required)

Copies of any Court Orders (where applicable)

Copies of last two school reports

Copy of student disabilities reports (where applicable)



### 5. FEE SCHEDULE AND CONTRACT OF ENROLMENT

**Contract of Enrolment** signed with two names and signatures

**Security of Enrolment Fee** of \$200 per student

### 6. INTERNATIONAL STUDENTS

Additional enrolment procedures apply – please contact the Enrolments Officer via the Business Office to confirm:

Monday-Friday, 8:00am-4:00pm:  08 9274 9900  [enrolments@rehoboth.wa.edu.au](mailto:enrolments@rehoboth.wa.edu.au)



## APPLICATION FOR ENROLMENT PARENT/GUARDIAN APPLICATION FORM

Please complete all sections, or mark N/A if not applicable, and forward to: Rehoboth Christian College, PO Box 82, CANNINGTON WA 6987.

### 1. FATHER/GUARDIAN 1

Surname

First/Given names

Title

Marital status

If not father, please indicate relationship (eg. Grandfather, Step-Father, Uncle)

Residential address (including postcode)

Postal address (including postcode)

(Please leave blank if same as your residential address)

Home phone number

Is this number silent? (✓)

Mobile phone number

Email address

Are you an Australian Citizen? (✓)

Yes

No



If "Yes" please provide a copy of your Citizenship documents or Australian passport

If "No" please provide a copy of your Visa and evidence of your income tax status in Australia.

Occupation

Name of employer

Work phone number

Church you currently attend

Church location

Name of current Pastor or Minister

Current Pastor or Minister's phone

How many years have you attended?

If this is less than 1 year, please state the name of your previous church

Location of previous church

Name of previous Pastor or Minister

Previous Pastor or Minister's phone



## 2. MOTHER/GUARDIAN 2

Surname

First/Given names

Title

Marital status

If not mother, please indicate relationship (eg. Grandmother, Step-Mother, Aunt)

Residential address (including postcode)

Postal address (including postcode)

(Please leave blank if same as your residential address)

Home phone number

Is this number silent? (✓)

Mobile phone number

Email address

Are you an Australian Citizen? (✓)

Yes

No



If "Yes" please provide a copy of your Citizenship documents or Australian passport

If "No" please provide a copy of your Visa and evidence of your income tax status in Australia.

Occupation

Name of employer

Work phone number

Church you currently attend

Church location

Name of current Pastor or Minister

Current Pastor or Minister's phone number

How many years have you attended?

If this is less than 1 year, please state the name of your previous church

Location of previous church

Name of previous Pastor or Minister

Previous Pastor or Minister's phone number

## 3. ASSOCIATION MEMBERSHIP

Rehoboth is a parent-controlled College operated by the Members of the Association for Christian Education Inc. This means that when enrolling my/our children, I/we understand that I/we am/are also required to take out membership in the Association as a condition of enrolment. I/we may opt for one of two levels of membership. If I/we do not wish to become full Members, I/we may become Affiliate Members, providing I/we meet the enrolment criteria. Based upon information I/we have received during the enrolment process, I/we opt for the following level of membership:



## A full Member of the Association, and agree to:

- |  |     |                          |    |                          |
|--|-----|--------------------------|----|--------------------------|
| a) support the Constitution of the Association and be willing to participate in the activities of the Association.   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| b) the Association's aims and objectives.  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| c) pledge my/our life-long financial commitment to Christian education.  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| d) understand that only those Members of the Association who can subscribe to the Three Forms of Unity and/or the Westminster Confession of Faith are eligible for Board membership.   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| e) understand that full Membership provides voting rights at General Meetings of the Association and eligibility for nomination as a Board member. Only those Members of the Association who can subscribe to the Three Forms of Unity and/or the Westminster Confession of Faith are eligible for Board membership. | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| f) understand that a small annual Membership fee applies and is outlined in the Fee Schedule.  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| g) understand that Membership is dependent on continuing fellowship at a local Protestant church.  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

## An Affiliate Member of the Association, and agree to:

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| a) support the Constitution of the Association and be willing to participate in the activities of the Association.                                  | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| b) the Association's aims and objectives.   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| c) understand that Affiliate Membership does not provide voting rights at General Meetings of the Association or eligibility to serve on the Board. | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| g) understand that Membership is dependent on continuing fellowship at a local Protestant church.   | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

## 4. NOTES

### NOTE 1 – Enrolment Policy

Our enrolment policy states that at least one parent must be a committed Christian who is a regular, active member of a Christian church. The parent must maintain a Christian home and agree with the aims and objectives of the Association, and be willing to support Christian Education in a positive manner.

### NOTE 2 – Membership

If you are unable at this time to make a decision in regards to your preferred membership status (see section 3 above), please feel free to discuss this further with the Principal or Head of Primary at your interview.

### NOTE 3 – Citizenship

Families who are not Australian Citizens may in some cases qualify for Australian Government funding at school, depending on the category of Visa held. The College is required to place on file a copy of the taxpayer's most recent income tax assessment or other evidence of tax status in Australia. This requirement does not apply to Citizens or international students.

### NOTE 4 – Interview and Security of Enrolment Fee

After your Application Forms and Testimonial Form from your Pastor or Minister have been received, an interview will be arranged with the relevant Campus Principal. Following final approval of your application, a Security of Enrolment Fee in the amount of \$200 per child for the first two children being enrolled is payable to secure your placements.

### NOTE 5 – Privacy Policy

Information collected during the enrolment process is for the purpose of facilitating the enrolment of your children in the College. The privacy of your information is important to us, and we will not use it for any other purpose. For a copy of our Privacy Policy, please contact the Business Office.

### Note 6 – Enrolling Multiple Students

A separate Student Enrolment Form must be completed for each child you wish to enrol, along with all relevant documentation. Please contact the Business Office if you require additional forms. You may submit applications for all children regardless of when you intend each child to commence.



## 5. PARENT/GUARDIAN DECLARATION

I/We warrant that **we have sought** independent legal and financial advice and have executed this Parent/Guardian Application, the Student Enrolment Form, and Fee Schedule based upon my/our own judgment and the advice of independent legal and financial representatives.

(✓)

**OR (Please tick one option only)**

I/We **waive our right** to seek independent legal and financial advice, but warrant that we have executed this Parent/Guardian Application, the Student Enrolment Form, and Fee Schedule, having read and fully understood the terms and provisions contained in each of those documents.

(✓)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT/GUARDIAN 1 SIGNATURE

\_\_\_\_\_  
PARENT/GUARDIAN 2 SIGNATURE





## APPLICATION FOR ENROLMENT

### STUDENT ENROLMENT FORM

Please complete all sections or mark N/A if not applicable. One form must be completed for each student that is to be enrolled.

#### 1. STUDENT DETAILS

Academic year level of entry

Calendar year of entry

Preferred campus (✓)

Kenwick

Wilson

Student surname

Family surname (if different to student surname)

First/Given names

Preferred name

Date of birth

Gender (✓)

Male

Female

Alternative address (if student is not living full-time at the address provided on the **Parent/Guardian Application**)

Please provide details about which days or times these alternate arrangements occur

Student's country of birth

Nationality

Language spoken at home

Is the student an Australian Citizen? (✓)

Yes

No



If "Yes" please provide a copy of the student's Birth Certificate or Australian passport

If "No" please complete the "Student Not Born in Australia" section below

Name of Guardian (if applicable)

Is the student of Aboriginal or Torres Strait Islander descent? (✓)

No

Yes (Aboriginal descent)

Yes (Torres Strait descent)

Both (Aboriginal and Torres Straits descent)

Are there any Court Parenting Orders in place for this student? (✓)

Yes

No

If "Yes" please provide brief details and attach a copy of any Parenting Plan or other Court documents



## 2. STUDENTS NOT BORN IN AUSTRALIA

Students who are not Australia Citizens must complete this section

Visa type/sub class/number

Expiry date

Passport number

<input type="text"/>	<input type="text"/>	<input type="text"/>
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If you have Medical Insurance, please provide details

Name of fund (Medibank, etc.)

Insurance number

Expiry date

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Does the student require a Confirmation of Enrolment (COE)?

Yes

No

If "Yes" please note that Overseas Student Health Cover (OSHC) is required for the duration of this enrolment. The College can arrange for this cover on your behalf, the costs of which will be for the family's account.

Students born outside Australia and who have become Citizens are required to provide a copy of either their Citizenship document or Australian passport. Please refer to the **Enrolment Checklist** to ensure the appropriate documents are attached to this application.

For further details, please refer to our **International Students Handbook**, available in your application pack or for download on our website. This Handbook also contains information about the Education Services for Overseas Students (ESOS) Framework.

## 3. STUDENT'S EDUCATIONAL HISTORY

Please attach a copy of the last two available reports from the previous school

Name and address of last school attended

Grade on leaving

<input type="text"/>	<input type="text"/>
<input type="text"/>	
<input type="text"/>	

Other previous schools (please attach an separate page if additional space is required)

Year level

Name and address of school

Date commenced (Month/Year)

Date left (Month/Year)

Year level	Name and address of school	Date commenced (Month/Year)	Date left (Month/Year)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Has your child ever been expelled from, or refused permission to re-enrol at, any previous school, or have you been asked to withdraw your child from any previous school? If "Yes" please indicate the most appropriate reason (✓)

Expelled

Refused re-enrolment

Asked to withdraw

Please state which previous school and describe the circumstances (please attach a separate sheet if additional space is needed)


Do you give the Principal permission to contact this school, should this be considered necessary? (✓)

Yes

No

Has your child skipped or repeated a year level at any time? If so, please provide details



## 4. STUDENTS WITH DISABILITIES

Has your child experienced any special difficulties in schooling that the College would need to know about? For example, does he or she have any physical, intellectual, or sensory disabilities?

Yes  No

If "Yes" please provide any information that you are aware of that will be most useful or relevant to the care and education of your child at the College. This may include social, emotional, behavioural, physical, learning, or developmental delays or disabilities (please attach a separate sheet if additional space is needed)

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In determining acceptance of enrolment of your child, the College will undertake an analysis of your child's needs and the College's available resources to cater for his or her care and education. You may be required to discuss with the Principal the extent or nature of your child's disability to ensure that the College has, or is able to obtain, the necessary resources to provide a sufficient level of care for your child. The College reserves its position not to accept enrolment if it is of the opinion that it is unable to adequately provide for your child's education, care and safety.

It is your responsibility to truthfully disclose any form of delay, concern, or disability that your child might have at the time of enrolment. Should a delay or disability arise over the course of your child's enrolment at the College, the College reserves its position to re-consider a child's enrolment should there be a failure to disclose, or it is of the opinion that it is unable to adequately provide for your child's education, care and safety.

**Please be aware that failure to disclose information, or the provision of incorrect information, may be deemed a contravention of the law according to the School Education Act as revised from time to time.**

## 5. STUDENT MEDICAL HISTORY

Please provide details of any ongoing medical conditions (including allergies, anaphylaxis, asthma, etc., or any significant past illnesses or accidents) which may be relevant to the care of your child at the College. Please include the procedure which is to be followed if the condition needs to be attended to at the College (please attach a separate sheet if additional space is needed).

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Are you a member of an ambulance fund? (✓) Yes  No

Name of family doctor  Name of medical centre (if applicable)  Phone number

Address of medical centre

Immunisation status (✓)

Fully immunised  Incomplete  Not immunised  Exemption

The College will require a copy of your child's Immunisation History Statement (IHS) dated within two months of their commencement. An HIS is a listing of all vaccinations recorded on the Australian Immunisation Register (AIR). The AIR is a national register that records vaccines given to people of all ages in Australia. Please note, due to amendments to the *Public Health Act 2016*, *Public Health Regulations 2017* and *School Education Act 1999* schools are no longer permitted to enrol children in Kindy who are not fully immunised. Some exemptions do apply. Please see your healthcare professional if this impacts your enrolment application.



Please provide the name and phone numbers of someone we can contact should Parent(s) be unavailable in an emergency

Name	Relationship to student
<input type="text"/>	<input type="text"/>

Home phone	Mobile phone
<input type="text"/>	<input type="text"/>

Please refer to the Enrolment Checklist to ensure the appropriate documents are attached to this application.

## 6. STUDENT PRIVACY

Visual images of your child (including photographic and videographic images) may be collected and reproduced by the College for use in student records and for promotional purposes, in both printed and electronic form. The collection and use of such personal information is carried out according to the **Privacy Act 1988** to ensure the protection of an individual's privacy. It is the College's policy to request consent from parents/guardians for the use of a student's visual image(s) at the time of enrolment, and then to renew this consent annually as part of its Term 1 Information Update.

**Please note:** By providing consent, you are agreeing that your student's visual image(s) may be used any of the following: website, newsletters, yearbooks, promotional items (e.g. prospectus, banners), marketing items (e.g. brochures, flyers, newspaper ad), handbooks, class publications, or other publications produced from time to time. By **not** providing consent, the College will be required to exclude your child from activities such as annual class photos, and he or she may be requested by the class teacher or other representative of the College to be removed from photos of excursions, class activities, carnivals etc. Consent may be granted or withdrawn at any time.

The College is committed to maintaining the integrity of personal information it holds about members of its community, and it is not our intention to cause a student or parent distress as a result of such exclusion. For more information, please refer to the College's **Privacy Policy** and **Visual Images Policy**, both of which are available from our website or upon request.

Do you give consent for the College to use visual images of the child named in this application? (✓)      Yes       No

If you do **not** give consent, please be so kind as to indicate your reason(s) for this exclusion:


## 7. PARENT/GUARDIAN DECLARATION

I/We warrant that **we have sought** independent legal and financial advice and have executed this Student Enrolment Form, the Parent/Guardian Application, and Fee Schedule based upon my/our own judgment and the advice of independent legal and financial representatives. (✓)

**OR (Please tick one option only)**

I/We **waive our right** to seek independent legal and financial advice, but warrant that we have executed this Student Enrolment Form, the Parent/Guardian Application, and Fee Schedule, having read and fully understood the terms and provisions contained in each of those documents. (✓)

<input type="text"/>	<input type="text"/>	<input type="text"/>
DATE	PARENT/GUARDIAN 1 SIGNATURE	PARENT/GUARDIAN 2 SIGNATURE

**Please note:** By signing this document you agree to abide by the policies and procedures, and the terms and conditions, as approved by the Board of the Association for Christian Education Inc, which may be altered from time to time.



## APPLICATION FOR ENROLMENT

### TESTIMONIAL FORM

This form is to be completed by the Pastor, Minister, or Elder of the church attended by the applicants. If a student is seeking enrolment in the College on the basis of his or her own Christian faith and church attendance, then the Pastor or Elder should refer to the student on this form. Please return this completed form as soon as possible to: Business Office – Rehoboth Christian College, PO Box 82, CANNINGTON WA 6987 – marked confidential.

Applicant 1 – Father/Guardian 1 (please insert full name)

Applicant 1 – Mother/Guardian 2 (please insert full name)

The applicant above is personally known to me (✓)

Yes  No

The applicant above is personally known to me (✓)

Yes  No

The applicant attends and participates in worship

Regularly (weekly)  From time to time

Not at all  Other (please explain below)

The applicant attends and participates in worship

Regularly (weekly)  From time to time

Not at all  Other (please explain below)

Is the applicant is a member at your church? (✓)

Yes  No

Is the applicant a member of your church? (✓)

Yes  No

How long has the applicant attended this church?

How long has the applicant attended this church?

Comments

Name of church

Denominational affiliation

Church postal address

Church or Pastor/Elder's phone

\_\_\_\_\_

DATE PRINT NAME OF PASTOR/ELDER SIGNATURE OF PASTOR/ELDER



## FEE SCHEDULE APRIL 2019 TO MARCH 2020

### TUITION FEES, CHARGES AND SUBJECT FEES

#### SECURITY OF ENROLMENT FEE

\$ Per Student

A Security of Enrolment Fee applies per student, for the first two students enrolled and is payable within fourteen days of the date of your Letter of Confirmation. This is applied to your College fees account in the first Term following the student's commencement but is otherwise non-refundable. The College reserves the right to allocate a place to another student in the event that this fee is not paid by the due date.

200

Tuition Fees (Resident Students)	\$ Base Per Term	\$ Discounted Per Term <sup>1</sup>	\$ Indicative Annual Total <sup>2</sup>	\$ Indicative Per Month
<b>FIRST STUDENT</b>				
Kindergarten	677	616	2,975	248
Pre-Primary	1,574	1,433	6,569	547
Primary	1,574	1,433	6,479	540
Secondary Year 7-8	1,971	1,794	8,338	695
Secondary Year 9-10	1,971	1,794	8,443	704
Secondary Year 11-12	1,971	1,794	8,743	729
<b>SECOND STUDENT</b>				
Kindergarten	576	524	2,573	214
Pre-Primary	1,338	1,218	5,627	469
Primary	1,338	1,218	5,537	461
Secondary Year 7-8	1,676	1,526	7,162	597
Secondary Year 9-10	1,676	1,526	7,267	606
Secondary Year 11-12	1,676	1,526	7,567	631
<b>THIRD STUDENT</b>				
Kindergarten	407	371	1,898	158
Pre-Primary	945	860	4,060	338
Primary	945	860	3,970	331
Secondary Year 7-8	1,183	1,077	5,196	433
Secondary Year 9-10	1,183	1,077	5,301	442
Secondary Year 11-12	1,183	1,077	5,601	467

**Please note:** The eldest child in each family is the first student for billing purposes

<sup>1</sup> The \$ discount per Term rate applies once a family has completed 5 hours of voluntary time as part of the College Support Scheme.

<sup>2</sup> The \$ indicative annual total is included for illustrative purposes only and may differ from actual fees charged. It includes the base tuition rate, all levies, stationery and technology charges. For Secondary, it also includes an average subject fee allocation. For exact subject fee charges, please refer to the subject fee tables overleaf.

ADDITIONAL CHARGES	\$		\$
General Purpose Levy	50	Pre-Primary stationery and personal items charge	90
Kindergarten stationery and personal items charge	75	Primary and Secondary booklists and personal items	Variable

<sup>3</sup> Charges per student, per Term for the first three students in each family.



## YEAR 7-8 SUBJECT FEES (\$ Per Year) <sup>4</sup>

Design and Technology	30	Mathematics	30
Education Perfect	100	Science	25
Food Technology	30	Visual Arts	30

## YEAR 9 SUBJECT FEES (\$ Per Year) <sup>4</sup>

Design and Technology	50	Music	30
Drama	30	Specialist Sport	50
Food Technology	60	Science	55
Health and Physical Education	35	TESLA	50
Indonesian	35	Visual Arts	50
Mathematics	30		

## YEAR 10 SUBJECT FEES (\$ Per Year) <sup>4</sup>

Design and Technology	80	Music	30
Drama	30	Science	55
Food Technology	80	Specialist Sport	50
Health and Physical Education	35	TELSA	50
Indonesian	35	Visual Arts	50
Mathematics	30	Visual Communication	150

## YEAR 11-12 SUBJECT FEES (\$ Per Year) <sup>4</sup>

Authority Developed Workplace Learning (ADWPL)	100	Indonesian ATAR Units 3 and 4	50
Certificate II in Business	150	Literature ATAR Units 1 and 2	30
Certificate II in Building and Construction	300	Literature ATAR Units 3 and 4	40
Chemistry ATAR Units 1 and 2	60	Modern History ATAR Units 1 and 2	40
Chemistry ATAR Units 3 and 4	60	Modern History ATAR Units 3 and 4	40
English ATAR Units 1 and 2	30	Music ATAR Units 1 and 2	80
English ATAR Units 3 and 4	40	Music ATAR Units 3 and 4	80
English General Unit 1 and 2 or Foundation Unit 1 and 2	20	Physical Education General Units 1 and 2	100
English General Unit 3 and 4 or Foundation Unit 3 and 4	30	Physical Education General Units 3 and 4	100
Food Science and Technology General Units 1 and 2	130	Physical Education ATAR Units 1 and 2	100
Food Science and Technology General Units 3 and 4	130	Physical Education ATAR Units 3 and 4	100
Geography ATAR Units 1 and 2	50	Physics ATAR Units 1 and 2	50
Geography ATAR Units 3 and 4	50	Physics ATAR Units 3 and 4	50
Human Biology ATAR Units 1 and 2	50	Senior Sport	20
Human Biology ATAR Units 3 and 4	50	Visual Arts General Units 1 and 2	100
Indonesian General Units 1 and 2	50	Visual Arts General Units 3 and 4	100
Indonesian ATAR Units 1 and 2	50		

<sup>4</sup> All subject fees are charged annually in Term 1. Subjects that do not incur any additional fees have not been listed.



## INTERNATIONAL STUDENTS FEE SCHEDULE

Tuition Fees (International Students)	\$ Base Per Term	\$ Discounted Per Term <sup>1</sup>	\$ Indicative Annual Total <sup>2</sup>	\$ Indicative Per Month
<b>FIRST STUDENT<sup>5</sup></b>				
Kindergarten	2,537	2,309	10,398	867
Pre-Primary	4,157	3,783	16,877	1,406
Primary	4,157	3,783	16,787	1,399
Secondary Year 7-8	5,557	5,057	22,648	1,877
Secondary Year 9-10	5,557	5,057	22,753	1,896
Secondary Year 11-12	5,557	5,057	23,053	1,921

<sup>5</sup> Rates for second and third siblings are available upon request at the Business Office

## CONTRACT OF ENROLMENT – TERMS AND CONDITIONS

### 1. Definitions

- Applicant** means the person(s) named in the **Parent/Guardian Application** and **Student Enrolment** forms.
- Security of Enrolment Fee** means a fee of \$200 per student for the first two students in each family.
- Association** means the Association for Christian Education, Inc.
- College** means Rehoboth Christian College.
- Fees** means tuition and additional charges set out by the College and outlined in the **Fee Schedule** and/or the **International Students Fee Schedule**, which are updated annually. Fee increases are approved at the Annual General Meeting.
- Member** means a Member of the Association who is eligible to vote at Association meetings and serve on the Board of the Association.

### 2. Application and acceptance

- All Applications for Enrolment are subject to acceptance by the Association.
- In order for an application to be considered and accepted the College requires:
  - a complete **Parent/Guardian Application Form**, signed by both parents or both guardians;
  - a complete **Student Enrolment Form** signed by both parents or both guardians;
  - a complete **Testimonial Form** signed by the Applicant's Pastor, Minister, or Elder; and
  - payment of the **Security of Enrolment Fee**.
  - in the case of single-parent families, a single parent with substantial rights of custody over a child may sign the enrolment application forms. Evidence of Court Orders or custody arrangements is required.
- Satisfaction of the requirements in clause 2.2 does not guarantee a student's placement at the College.

### 3. Fees

- The Applicant shall be liable for payment of fees and, if there is more than one Applicant, each of them jointly and severally.
- Fees are levied upon the three eldest children attending the College.

- Fees will be billed by term in advance at the rates outlined in the annual **Fee Schedule**.
- The College reserves the right to require payment of fees in advance. It is not obliged to provide any reason for such a requirement. Where payment terms are extended, for Citizens and resident students, payment of fees may be made annually, termly, monthly, fortnightly, or weekly in advance, and the term bill must be settled by the last day of term. International students are required to settle fees one semester in advance.
- A discount of 3% is offered if the annual fees are paid prior to 15 February each year.
- Payment of fees may be made by direct debit, cash, cheque, credit card, Centrepay, or by Electronic Funds Transfer (EFT).

### 4. Special circumstances

- The absence of a student from the College for a term or part thereof, whether due to illness, suspension, extended vacation, withdrawal or termination of enrolment, or any other reason, will not entitle the Applicant to a reduction in fees for that term.

### 5. Overdue accounts

- Where overdue accounts arise, the College reserves the right to levy:
  - late fees accruing from the date for payment until payment is made in full; and
  - costs of any recovery action taken against the Applicant for unpaid fees.

### 6. Security of Enrolment Fee

- The Security of Enrolment Fee is payable within 14 days of the date included on the Letter of Confirmation.
- If the application for enrolment is successful the fee will be applied to the College fees account for the first Term immediately following the commencement of enrolment.
- If the application for enrolment is unsuccessful the fee will be refunded in full.
- The Association will consider requests for a refund of the application fee where a student whose application was successful can no longer attend the College owing to unforeseen circumstances. In these instances refunds will be paid at the discretion of the Association.





## 7. Membership fee

7.1 A membership fee is payable by Applicants who elect to be Members of the Association, whether or not the Applicant has any students enrolled at the College. Affiliate membership attracts no charge.

## 8. Discounted fees and the College Support Program

8.1 Applicants who complete 5 hours of College support in each semester will be entitled to be billed at the discount rate shown on the **Fee Schedule**.  
8.2 New Applicants who intend to join the College support program will also receive the discount in their first semester, and will be required to evidence the support from the second semester onwards.

## 9. Additional charges

9.1 There may be additional specific charges for College camps, excursions, calculators, diaries, booklists, and personal items. In Kindergarten and Pre-Primary, the stationery levy replaces the booklist. Kindly note that elective charges apply for many subject choices at Secondary level. Depending on subject choices, there may be charges for compulsory seminars and workshops, notably in English. Where additional charges apply, these will be charged to your fee account.

## 10. Fee sharing

10.1 If an Applicant has children attending more than one Christian school, a fee sharing discount may be negotiated, subject to certain conditions. Kindly contact the Finance Manager for more information.

## 11 Individual IT devices

11.1 Students provided with a MacBook, Chromebook, or similar device are required to return the device and all peripherals when leaving. The College reserves the right to recover the proportionate cost of any expenses incurred by the College

where devices are not returned, or are returned either incomplete or in poor condition.

## 12. Withdrawal of students

12.1 If an Applicant wishes to withdraw a student from the College, **the Applicant must give to the College one term's notice in writing or pay the College the equivalent of one term's fees, if the notice is not given.** The notice is to be delivered to the Association's Business Office at 92 Kenwick road, Kenwick WA 6107.

## 13. Duty to advise of changes in circumstances

13.1 Applicants are required to inform the College of any changes in information provided upon enrolment that may arise subsequent to enrolment. This includes any changes in contact details, health status of a student, or change in any material fact that might reasonably be taken to affect the ability of the College to provide for the educational needs of a student, or meet its duty of care obligations. A change in the marital status of parents is to be communicated without delay owing to the potential impact of such a change upon custody, access, and financial arrangements. Likewise, the College is to be provided promptly with a copy of any court order that affects and enrolled or future student.

## 14. Legal and financial advice

14.1 The Applicant warrants that they understand the provisions of the Terms and Conditions, the **Fee Schedule**, the **Parent/Guardian Application**, and the **Student Enrolment Form** and/or has sought or received independent legal and financial advice in respect of the same.

**OR**

14.2 The Applicant warrants they have executed these Terms and Conditions, the **Fee Schedule**, the **Parent/Guardian Application**, and the **Student Enrolment Form** based on the Applicant's own understanding, judgment and/or advice of independent legal and financial representatives.

## SIGNATURE OF PARTIES TO THIS CONTRACT OF ENROLMENT

NAME OF PARENT/GUARDIAN 1

SIGNATURE OF PARENT/GUARDIAN 1

RELATIONSHIP TO STUDENT(S)

NAME OF PARENT/GUARDIAN 2

SIGNATURE OF PARENT/GUARDIAN 2

RELATIONSHIP TO STUDENT(S)

DATE SIGNED BY PARENTS

SIGNED ON BEHALF OF THE ASSOCIATION

DATE SIGNED BY ASSOCIATION



#### **WILSON PRIMARY K-6**

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22 Dalton Place  
WILSON WA 6107

#### **KENWICK PRIMARY K-6**

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94 Kenwick Road  
KENWICK WA 6107

#### **KENWICK SECONDARY 7-12**

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secondary@rehoboth.wa.edu.au  
Entry via Brixton Street  
KENWICK WA 6107

#### **BUSINESS OFFICE**

08 9452 1833  
business@rehoboth.wa.edu.au  
92 Kenwick Road  
KENWICK WA 6107

#### **ENROLMENT ENQUIRIES**

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