



## Payment Options for St Andrew's School Fees

A Term Family Fee Statement is emailed to each account holder at the beginning of each term.

### METHODS OF PAYMENTS ACCEPTED ARE:

#### 1. AUTOMATED PAYMENTS – Payments spread over the year.

- Direct Debit – instalments (quarterly, monthly or fortnightly)
- Credit Card (BPoint) – instalments (quarterly, monthly or fortnightly)

Quarterly instalment payments are due on the 5<sup>th</sup> February (Term 1), 5<sup>th</sup> May (Term 2), 5<sup>th</sup> August (Term 3) and 5<sup>th</sup> November (Term 4).

Monthly instalment payments are due on the 5<sup>th</sup> of each month, February to November.

Direct Debiting and Credit Card (BPoint) can be arranged at the start of the year for payments of quarterly, monthly or fortnightly amounts. These forms can be found on the Website/Parent Portal. *Those families who have completed a Direct Debit Request Form in prior years will no longer need to complete a new form each year.*

#### 2. MAUAL PAYMENTS – Term fees paid in full usually in Week 4 of each term (2 weeks after issue)

- BPay, EFTPOS or manual BPoint payments cannot be used for partial payment of fees unless they are being paid in advance.

If at any time, you believe your financial circumstances have changed and will prevent or delay the payment of school fees, please contact the Finance Department or the principal to discuss further options. (further details in Fee Policy).