



# AL GHAZALI COLLEGE

## SCHOOL FEES POLICY AND PARENT AGREEMENT

### 1. ADMISSION FEE FOR NEW APPLICANTS

|                   |  |
|-------------------|--|
| Registration fees | Once an application is considered and accepted, a fee of R500 is required to confirm a place. The amount of R500 is non-refundable and used for administrative purposes. |
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### 2. SCHOOL FEES

School fees will vary from phase to phase.

Fees are compulsory and must be paid on a regular basis. The following are available methods of payment:

|   |
|---|
| <ul style="list-style-type: none"><li>• Settled in full at the beginning of the school year.</li></ul>  |
| <ul style="list-style-type: none"><li>• Quarterly payments at the beginning of a school term.</li></ul>   |
| <ul style="list-style-type: none"><li>• Payable at the beginning of each month over a period of 12 months. Payments must be made on or before the 7<sup>th</sup> of each month.</li></ul> |
| <ul style="list-style-type: none"><li>• Monthly debit order.</li></ul>  |
| <ul style="list-style-type: none"><li>• Post-dated cheques.</li></ul>   |
| <ul style="list-style-type: none"><li>• Electronic Fund Transfer (EFT)</li></ul>  |

### 3. Proof of payment must be forwarded to the school for all amounts paid directly into the school's banking account.

Bank account details:

HBZ Bank

Account Holder: Al Ghazali College

Account no: 11901145863

Branch Code: 570145

Reference: Child's name and grade

### 4. OTHER FEES

In addition to official school activities, the school organises camps, excursions, sports events and other activities not covered by school fees and requiring additional payment up-front. Parents agree to these costs via specific letters and/or general newsletters, communicating the reason for these activities. The school reserves the right to debit the learner's account in cases where these fees are not paid. In the event that parents fail to meet their basic financial obligations towards the school,

the school reserves the right to review any involvement in school activities which are considered non-official.

**5. DEFAULT PAYMENTS**

- 5.1 Monthly payments must be on or before the 7<sup>th</sup> of each month.
- 5.2 As both parents, irrespective of marital status, are responsible for the payment of school fees in terms of the SA Schools Act, the school reserves the right to recover unpaid school fees from either/both parent(s) by due process, irrespective of which parent took responsibility for the payment in terms of this agreement signed by the parent.

**6. TEXTBOOK FEES**

An annual rental fee of R350 for textbooks issued will be debited to the child's school fee account.

**7. WORKBOOKS**

The cost of all workbooks issued to learners from Grade R to 12 will be debited to the child's school fee account.

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Bursar

\_\_\_\_\_  
Date

**DETAILS OF CHILD(REN)**

| Name | Grade | Name | Grade |
|------|-------|------|-------|
|      |       |      |       |
|      |       |      |       |

**SCHEDULE OF SCHOOL FEES**

The schedule for the current school fees are available from the Financial Administrator.