

Korowa International Fee Schedule *and Business Regulation Notice*

Korowa Anglican Girls' School



KOROWA

International Students School Fees *for 2027*

Year Level	School Fees
Prep	\$40,260.00
1	\$42,590.00
2	\$45,570.00
3	\$47,450.00
4	\$48,990.00
5	\$49,920.00
6	\$52,380.00
7	\$56,520.00
8	\$58,340.00
9	\$67,140.00
10	\$63,640.00
11	\$62,640.00
12	\$62,640.00

Fees include:

- Classroom tuition and individual assistance
- Career and course guidance
- Cost of outdoor education camps, incursions and excursions, including the Trek/Quest program in Year 9
- Access to the on-site Health Centre
- Use of the library
- School magazine
- Locker
- Physical Education
- Advice and assistance with University applications

Fees do not include:

- Non-compulsory excursions and activities
- Health cover
- Private instrumental and vocal tuition
- Personal computing device
- Additional books and materials provided by the School

All amounts are quoted in Australian dollars. Fees are subject to increase each year. Applicants will be notified of changes. Fully enrolled students who commence at Korowa within 12 months of paying initial fees invoice, will be charged for increases on subsequent invoices.

Statement of Commitment *to Child Safety and Wellbeing*

All children and young people who come to Korowa Anglican Girls' School have a right to feel and be safe. We are committed to the safety and wellbeing of all children and young people. We are committed to providing a child safe and child friendly environment, where children and young people are safe and feel safe and are able to actively participate in decisions that affect their lives.

We have a zero tolerance for child abuse and other harm and are committed to acting in students' best interests and keeping them safe from harm. The School regards its child protection responsibilities with the utmost importance and is committed to providing the necessary resources to ensure compliance with all relevant child safety and wellbeing laws and regulations and maintaining a child safe culture.

Each member of the School community has a responsibility to understand the important and specific role that they play individually, and collectively, to ensure that the wellbeing and safety of all students is at the forefront of all that they do, and every decision that they make.

We have developed a Child Safe Policy and Child Safe Code of Conduct as part of our Child Protection Program. Our policy details our comprehensive approach to protecting children from all forms of harm. Our Code of Conduct provides a high level statement of professional boundaries and ethical behaviour, as well as acceptable and unacceptable behaviours. Our child safe policies are available on our website – <https://www.korowa.vic.edu.au/resources/child-safety>

Korowa 对儿童安全和福祉的承诺声明

所有来到 Korowa 圣公会女子学校的青少年均有权感到安全并获得安全。我们注重所有儿童和青少年的安全和福祉。我们致力于提供一个对儿童安全和友好的环境，让儿童和青少年安全并感受到安全，以使他們能够积极参与影响他们生活的决策。

我们对虐待和其他伤害儿童的行为零容忍，并致力于从学生的最大利益出发行事与确保他们免受伤害。

学校非常重视其保护儿童的责任，并致力于提供必要的资源，以确保所有相关的儿童安全和福祉法律法规得到遵守，并维护儿童安全文化。

学校社区的每位成员都有责任明确他们个人和共同所扮演的重要和具体的角色，以确保所有学生的福祉和安全处于他们一切行动和决策的最前沿。

作为我们儿童保护计划的一部分，我们制定了儿童安全政策(Child Safe Policy) 和儿童安全行为准则 (Child Safe Code of Conduct)。我们的政策详细说明了我們保护儿童免受各种形式伤害的全面方法。我们的行为准则提供了专业界限和道德行为以及可接受和不可接受的行为的概括声明。

我们的网站提供了我们的儿童安全政策。 - <https://www.korowa.vic.edu.au/resources/child-safety>

Application *Process*

STEP 1 – Application

To apply for a place at Korowa, please submit an application at www.korowa.vic.edu.au/enrolments/apply, along with:

1. Copy of passport
2. Student's latest school report, certified and translated in English
3. AEAS test report (AEAS can be contacted through website: <https://aeas.com.au>)
4. \$200 application fee

STEP 2 – Interview/Offer

Korowa may request an enrolment interview. This can be arranged via Microsoft Teams if the student is overseas.

Where successful, Korowa will offer a place to the student via a formal written Enrolment Agreement.

STEP 3 – Enrolment confirmed

Parents accept the offer by:

- Submitting the completed Enrolment Agreement.
- Paying the fees as outlined in the Enrolment Offer and Enrolment Agreement, this includes first semester's fees and enrolment fee.

The Electronic Confirmation of Enrolment will be issued to finalise the visa application once we have received evidence of Confirmation of ELICOS enrolment (if required).

STEP 4 – Prior to commencement

Students undertake the required duration of English tuition as determined by the AEAS result. Students may sit a School English proficiency test as part of the Transition Program. Upon meeting the required level of English competency, as detailed in the Enrolment Offer and Student Agreement, the student will commence in the next available intake.

English Language Proficiency Test

All students applying for a place from Year 7 onwards, who do not have English as their first language or have not attended a school in which English is the language of tuition are required to have an English language assessment which is carried out by AEAS.

Length of English Course

The AEAS test report, along with a recommendation from Senior Teaching Staff at Korowa, will determine students of the duration of their English course required.

For further information about the application process please contact the Enrolments Team on +61 3 8808 8892 or email enrolments@korowa.vic.edu.au

Business *Regulations*

Application and Enrolment Procedures

The student applies for a place by completing the International Student Application Form and submitting together with their latest school report, AEAS test report and a certified copy of their passport, together with a non-refundable fee of \$200 per student (up to a maximum of \$400 per family for multiple applications at the same time).

Enrolment Offer

Offers of enrolment may be subject to an interview with the Principal or delegate. Offers of enrolment will be made in writing and require acceptance through the completion of an Enrolment Agreement and payment of a non-refundable Enrolment Fee of \$1,450, together with the initial semester's tuition fees. These are payable on acceptance of a place.

Enrolment

Parents/Guardians agree to comply with, and will require their child to comply with, the School's policies, rules and procedures (as introduced, existing or amended from time to time) including those relating to: the care, safety and welfare of students including any child-safe policies and Code of Conduct; standards of dress, uniform and appearance; equal opportunity and antidiscrimination; grievances or complaints; student behaviour and conduct; parent behaviour and conduct; use of information, communication and technology systems; and discipline of students.

If a student's progress is such that, in the opinion of the Principal, they are not benefiting from the courses and programs provided by the School, Parents/Guardians may be advised to withdraw the student from the School or the Principal may cancel their enrolment.

The School may cancel a student's enrolment on grounds of unsatisfactory conduct, for failure to obey the policies or rules of the School or for any other reason considered by the Principal to be appropriate (including if the Principal considers that a mutually beneficial relationship of trust and cooperation between Parents/Guardians and the School or any of its staff has broken down such that it adversely impacts on the ability of the School to provide a meaningful education to the student).

Commencement at Korowa

Korowa seeks to ensure all international students are well supported during their time at the School.

Korowa has support programs in place for all students and provides additional special support programs for international students.

Students are expected to attend the orientation program (usually late January each year) prior to commencement of normal classes.

English Language Requirement:

All enrolments are subject to the student attaining a satisfactory level of English as outlined in their Enrolment Offer. The student must therefore, have attained the required English language proficiency.

Fees and Charges

1. The school year is divided into two study periods defined as semesters (each made up of two terms). Tuition fees are billed in two equal instalments, one per semester in advance.
2. The initial semester's tuition fee and the enrolment fee are charged upon acceptance of a place.
3. Subsequent fees are charged each semester in advance and are payable two weeks prior to the commencement of the semester.
4. The fee aims to cover all compulsory costs associated with the school curriculum to minimise charges to parents/guardians during the school year of as many miscellaneous items as possible. The fee includes outdoor education camps, excursions and incursions, specialist programs, materials and medical centre attendance. The fee does not cover optional camps and excursions.
5. The School may from time to time in its sole discretion vary and increase its fees and charges and the times at which these fees and charges are rendered.
6. A proportion of funds raised or fees collected by the School may be used to support the operation of the Korowa Early Learning Centre.

Laptop Program

All students from Years 5–12 are required to have a laptop for use in the classroom as part of their learning. When it comes to purchasing a laptop for your child, we strongly recommend purchasing it through our preferred supplier, Atturra.

The conditions that apply for each option are outlined below:

- Devices are preloaded with school software.
- Full on-site repair and support is available through Korowa's IT Department.
- Repair costs for accidental damage are capped at \$100, with no claim forms.

However, if you purchase a laptop through an independent supplier:

- Note that by Term 1, 2029 all laptops must be School Managed Devices purchased through Atturra
- A \$200 set-up fee is applicable, this includes wireless setup and installation of school software.
- Onsite support is provided for school software only and on devices that meet our required specifications.
- Best effort support of laptops purchased through an independent supplier will be provided however IT cannot guarantee that BYOD laptop problems can be resolved or able to be connected securely in our systems.

Overdue Fees

Parents/Guardians may contact the Director of Corporate Services and enter into a written agreement for the payment of any late fees.

The amount outstanding on any school account after the due date for payment will accrue interest from the due date until it is paid at the rate for the time being fixed under section 2 of the *Penalty Interest Rates Act 1983* (Vic).

Students will not be permitted to undertake any optional co-curricular school activities or be able to attend trips, study tours or student exchanges whilst the school account in relation to that student or any sibling is in arrears.

The School reserves the right to suspend or cancel the enrolment of a student from the commencement of the following school term if the school account in relation to that student or any sibling is in arrears. A student may not commence a new school year while the school account in relation to that student or any sibling is in arrears. Any enforcement expenses (including legal fees) incurred by the School in the collection process for outstanding accounts will be passed on to, and be payable by Parents/Guardians.

Withdrawal of a Student

A semester's notice in writing must be given by Parents/Guardians to the Principal prior to the student leaving the School. Such notice must be delivered on or before the first day of the student's last semester, otherwise a semester's fee will be charged in lieu. If a student leaves during a semester without the appropriate notice no refund will be made for the remaining portion of the semester.

Student Absence

For all extended absences the Principal should be notified in writing as soon as the family is aware that the absence will occur. No reduction can be made on account of absence of less than one full semester, as the expenses incurred in maintaining the efficiency of the School are not lessened by the temporary absence of individual student or students. If a student is absent for an extended period of time, a 10% holding fee of the full semester's tuition fees will be charged in lieu of the tuition fee for absences of one full semester or more, subject to the discretion of the Principal.

Refund of Fees

The Enrolment Fee is non-refundable. Parents/Guardians enter into an agreement with the School as outlined in the Enrolment Offer. In the event of a default on this Agreement by either the student or the School, refund of fees already paid is governed by the *ESOS Act 2000* and *ESOS Regulations 2019*.

Refunds prior to commencing at Korowa:

Requests for refunds received more than 90 days prior to the commencement of the course will receive a refund of ninety per cent (90%) of the tuition fee. A course is defined as the total length of your enrolment at Korowa.

Full refund:

A full refund of tuition fees paid in advance may be given in special circumstances. The following reasons are grounds to apply for a full refund:

- the student is refused a student visa and the student produces evidence that the application made by the student for a student visa has been refused by the Australian immigration authorities,
- the offer is withdrawn or an enrolment terminated because the School is unable to provide the course of study,
- the government has limited Korowa's right to conduct courses for international students,
- the student is unable to fulfil the conditions of an offer,
- the student fails to meet progression rules and is not permitted to re-enrol.

In order to receive a refund, the student or intending student must pay any outstanding debts to the School or authorise any outstanding debts to be deducted from the refund.

Methods of refund:

An application for a refund in special circumstances must be made in writing to the Principal.

If approved, a refund will be made within four weeks of the School receiving the application. Refunds can only be made in Australian dollars by EFT to an overseas bank account. Refunds may be made to a nominated person/sponsor who initially paid the student's fees.

In the unlikely event that Korowa is unable to deliver a student's course in full, the student will be offered a refund of all the course money paid to date. The refund will be paid within 2 weeks of the day on which the course ceased being provided.

Payment Methods

Payment methods accepted by the School are cheque, direct deposit and BPay.

Voluntary Donations

To enable parents/guardians to contribute to the Korowa Scholarship Fund or the Korowa Building Fund, a voluntary donation will be added to each Fee Billing Statement.

Donations to both the Korowa Scholarship Fund \$275 and the Korowa Building Fund \$250 are tax deductible.

Obligation to Update Contact Details

Korowa must be advised of a student's current contact details at all times, both prior to commencement and during the period of study at the School.

Grievances

Students have access to appropriate dispute and grievance procedures. If a dispute arises, this agreement does not remove the right to take further action under Australia's consumer protection laws.

Collection of Personal Information and Privacy

Korowa has a detailed Privacy Policy and Privacy Collection Statement, which sets out the manner in which Korowa collects, uses, protects, updates and provides access to the Personal Information it collects. The Policy also sets out the process for managing complaints about privacy. To learn more, Policy and Privacy Collection Statement.

The information obtained in this document was correct at the time of publishing. Students and Parents/Guardians will be informed of any changes to this information.



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