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**FEE PAYMENT ARRANGEMENT FORM**

**(ALL NEW families for 2023 must complete)**

This form is to be returned to the College before **2 December 2022**

Please do not submit this form if you have an existing payment arrangement in place. However, if you have a CSEF entitlement please tick and return.

|  |  |
| --- | --- |
| **Parent / Carer name** |  |
| **Student/s name** |  |
| **Parent code (if known)** |  |

**METHOD OF PAYMENT:** *(please tick your selection below)*

|  |  |  |
| --- | --- | --- |
| Payment to include Building Fund? 🞏 Yes 🞏 No | | |
| Direct Debit MONTHLY ONLY on the 25th of each month  (*Direct debit forms attached must be completed)* | | 🞏 |
| BPay (*Biller code and reference number will appear on your statement)* | | 🞏 |
| Credit card  Card number  Card name | Mastercard Visa  Expiry: \_\_\_\_\_\_  CCV: \_\_\_\_\_\_ | 🞏 |
| **\*** | |  |
| **FREQUENCY OF PAYMENT FOR THOSE OTHER THAN DIRECT DEBIT:**  *(Please tick your selection below - only applicable for BPAY or credit card payments)* | |  |
| **Fortnightly** *(Must be paid by dates as specified on 2023 Fee Payment Options)* | | 🞏 |
| **Monthly** (*Must be paid by dates as specified on 2023 Fee Payment Options)* | | 🞏 |
| **Termly** (*Must be paid by dates as specified on 2023 Fee Payment Options)* | | 🞏 |
|  | |  |
| **CSEF eligibility** *(please tick if you hold a current health care or Veterans affairs card)* | | 🞏 |

Signature: Date:

Direct debit and direct credit card payments that are declined will incur a $10 administration fee.

This arrangement will continue for the duration of your son’s education at St Joseph’s College unless we are notified otherwise.

Failure to pay fees in full, by the due date, may result in the College proceeding with action to debt recovery of outstanding fees. This may incur additional legal fees which will be the responsibility of the account signatories.