

2019 PAYMENT METHOD FORM

1. Name of parents/guardians responsible for school fees (i.e. to whom/where account is to be sent)

Name: Mr/Mrs/Ms/Dr	Phone:
Address:	
	Postcode:

2. We are intending to email the fee statements to families. Please indicate the email address you would like your statement emailed to: **Father** **Mother**

Email:
Or, I do not have an email address, please post my statement <input type="checkbox"/>

3. Children attending Discovery Christian College in 2019:

First Names	Surname	Year level in 2019
1.		
2.		
3.		
4.		

4. Method of Payment *(please tick appropriate box)*

(a) FACTS Management: (preferred method)

Managed through FACTS. Please signup through your invite sent to you via email
 Payment options include: full pay, per term, monthly, fortnightly or weekly
 You can pay with a bank account or credit card.

Existing Families: For families with existing payment plans, please note that all payment plans going forward from 2019 will now need to be managed through FACTS.

(b) Direct Payment Upfront:

Full year fees can be paid directly to the school - 5% Discount to Tuition applies if payable by 8th Feb
 Accounts that are not paid by the due date will incur a \$25 overdue admin fee.

5. Fee Assistance

Fee assistance is available for families in need of financial support

If you wish to apply for fee assistance, tick your circumstances below and a "Fee Reduction Application" will be forwarded to you.

- I/we receive Centrelink Benefits only I/we wish to apply for fee assistance due to hardship

continued overleaf

6. Split Accounts

If you are sharing the payment of school fees and require separate accounts, please complete a "Request for Split Account".

This needs to be signed by all parties before we can implement a split bill.

Please send me a "Request for Split Account" form

Please note: if you have an existing split account, this arrangement will continue for 2019

7. Building Fund

The school requests a contribution of \$80 per term for each family for the Building Fund. All donations are voluntary and are tax deductible. This contribution will be invoiced separately in your FACTS account.

I wish to contribute \$80 per term towards the Building Fund, or

I wish to contribute \$ per term towards the Building Fund.

ADDITIONAL INFORMATION

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***One full terms notice in writing is required when a student intends to leave the school.
Failure to give notice will incur one terms school fees in lieu of notice.***

SIGNATURE:

Date: ____/____/____

For enquiries, please contact:-

Phone: 07 4974 7336

Email: tanya.coles@discovery.qld.edu.au