



## **SCHEDULE OF FEES 2018**

### **Information for full fee paying international students**

#### **1. FEES FOR FULL FEE-PAYING INTERNATIONAL STUDENTS** (inclusive of GST)

Day Girls (Years 7 to 13)	NZ\$18,084.00 NZ\$ 4,521.00	Tuition for the year Tuition per term
Day Pupils (Years 0 to 6)	NZ\$16,080.00 NZ\$ 4,020.00	Tuition for the year Tuition per term
Boarding Fee	NZ\$13,900.00 NZ\$ 3,475.00	Boarding fee for the year Boarding fee per term
Boarders	NZ\$31,984.00 NZ\$ 7,996.00	Tuition and Board for the year Tuition and Board per term
Homestay	NZ\$12,600.00 NZ\$ 285.00 NZ\$ 25.00 NZ\$ 100.00	Payment per week (up to 45 weeks per year) Placement fee (a one-off payment) Home internet use payment per month (up to 10 months per year) Holiday storage fee (one-off payment for storage of belongings over the summer break if required)

Note: There are four terms per year.

#### **2. FAMILY FEES DISCOUNT**

For the second and third student in the family attending the College concurrently, discounts are available.

For the second child	5% per term on the tuition and boarding fees
For the third child	10% per term on the tuition and boarding fees

#### **3. ESOL TUITION**

Columba College provides at no additional cost "English as a Second Language"/ ESOL tuition, as required, for full fee-paying International students. IELTS tuition is also provided at the College at no extra cost. The IELTS examination fee is a cost to the student.

#### **4. ENTRANCE FEE - compulsory**

The entrance fee at Columba College for full fee-paying International students is NZ\$125.00. The entrance fee is non-refundable.

#### **5. INCIDENTALS DEPOSIT - compulsory**

This one-off security deposit of NZ\$500.00 is refundable when a student leaves the College provided all monthly accounts have been settled in full. It is paid by all International students.

## **6. DISBURSEMENTS FEE - compulsory**

The Disbursements Fee of NZ\$2,000.00 is charged annually for International students. This money is held for the student by the College and is operated like a credit account for items such as:

- School or boarding-house outings
- Smaller uniform items purchased through the School
- Workbooks and classroom supplies
- Printing

An itemised account is issued monthly which indicates the items charged to the student and which are debited against the student's credit account. A handling fee of 15% is added to most items to assist with administration costs.

## **7. ANNUAL VOLUNTARY DONATION (AVC) - optional**

The AVC for 2017 has been set at \$85.00 per pupil per month, and is charged at \$1020 for the year. The AVC is used to provide the special character elements around class size, resources, cultural opportunities, teaching support and superior resourcing of our girls and boys to maximise their education and experiences during their years at Columba College.

## **8. PARENTS' ASSOCIATION DONATION - optional**

This is charged at the beginning of each year at \$40.00 per family. The majority of parents elect to pay this optional donation which assists the Parents' Association with the donations of equipment and resources to the college.

## **9. REFUND OF FEES AND CHANGE OF VISA STATUS**

If a student decides against coming to New Zealand, the tuition fees, minus the NZ\$125.00 enrolment fee and a NZ\$250.00 administration fee will be refunded. Once a student has arrived in New Zealand, refunds in the first year will be made only in exceptional circumstances (e.g., return home is necessary because of serious illness or death of a close family member) and then only partial refunds may be made, as the College will have incurred costs on the student's behalf for the whole of the year.

In respect of the second and subsequent years, at least one complete term's written notice to the Principal of intention to withdraw a student from the College and/or the Boarding Establishment is required. If this is not given the fees for that term are payable.

If the status of the student's visa changes during the year and permanent residency is obtained, there is no refund of tuition fees for the year. In the year(s) following, the student will be eligible to pay the fees for New Zealand students.

The student is accepted on the basis of being an International student and this does not guarantee that a place will continue to be available in subsequent years if the student's status changes to NZ permanent resident.

## **10. MEDICAL, TRAVEL AND PERSONAL EFFECTS INSURANCE**

### **Eligibility for Health Services**

Most International students are not entitled to publicly funded health services while in New Zealand. If the student receives medical treatment during her/his visit, she/he may be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at [moh.govt.nz](http://moh.govt.nz).

### **Accident Insurance**

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents, and temporary visitors to New Zealand, but students may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at [acc.co.nz](http://acc.co.nz).

### **Medical and Travel Insurance**

International students (including group students) must have appropriate and current medical and travel insurance while in New Zealand.

The College will make arrangements with Southern Cross Healthcare to ensure all students have a comprehensive insurance cover designed specially for International students. The cost will be charged with the school fees. If a parent has taken out private insurance cover, the cost of the College's policy will be credited to the student's account on receipt of a copy (in English) of the private insurance policy. Details of the Southern Cross Healthcare policy can be viewed at [internationalstudent.co.nz](http://internationalstudent.co.nz).

Note: The College does not have a direct interest in or derive benefit from the insurance company or its agent/s.

## **11. TRAVEL COSTS**

### **Taxi Service**

All students who have a taxi account have an account number, a taxi card and a taxi payment agreement signed by the parents.

### **Airport Shuttle service**

All students are expected to take a shuttle to and from the airport. This cost will be charged to their school account. The exceptions being their first arrival time when they will be met by the International Director and if they are travelling as an unaccompanied minor.

## **12. FEES PROTECTION**

The fees for the year are held by the Columba College Board of Trustees in a designated account and are paid to the Columba College Board of Trustees/Governors when they are due.

## **13. UNIFORM - compulsory**

Purchase of the regulation school uniform. New uniform costs are approximately NZ\$1,500.00, second-hand uniform costs through the College's Uniform Exchange are approximately NZ\$700.00.

## **14. LAPTOP - compulsory**

Purchase of the school-specified student laptop for Years 7 to 13 students. Information about the online purchasing arrangement is available from the School.

## **15. STATIONERY - compulsory**

Stationery (depending on Year level and subjects) approximately NZ\$150.00. The majority of text-books are provided by the College.

## **16. PRIVATE SPEECH AND MUSIC TUITION**

Private Speech and Music tuition is available at the College. Further information about the instruments taught, Speech and Drama programmes and the Tutors is available on request. The cost of such tuition starts at \$35 per half hour and is paid direct to the Tutor.

## **17. BOARDING**

Boarding is available from Years 8 to 13 (usually ages 12 to 18 years).

All boarders are expected to vacate the Boarding House for Term 2 holidays as this period is not included in their fees. Students are encouraged to return home but if this is not possible homestay accommodation will be provided and deducted from their disbursement account.

### **Change of Status**

Parents of a boarding student who wishes to leave the boarding house and move into a homestay situation need to re-apply to the College before their daughter is accepted as a day girl.

## **18. HOMESTAY**

### **Homestay Payments**

The Homestay payments for the year are to be paid to Columba College prior to the commencement of the school year. Columba College pays the Homestay carer(s) directly on a weekly basis throughout the year.

The annual Homestay payment covers the cost of the Homestay, administration charges and the services of the College's Homestay Manager.

If a student chooses to be away from the Homestay for an extended length of time within the Homestay contract period, payment is continued. There are no refunds unless there are compassionate reasons.

If the School chooses to change a student's Homestay accommodation on reasonable grounds, a minimum of one week's notice or payment in lieu will normally be paid. Conversely, if a Homestay student chooses to terminate the Homestay contract, a minimum of one week's notice will normally be given.

### **School Policy on International Students in Homestay**

The New Zealand Government has passed legislation which gives protection to the welfare of International students and includes a Code of Practice to which Columba College is a signatory.

For students who wish to live in a Homestay, Columba College is responsible for selecting and assessing the suitability of the Homestay facilities and deciding whether the Homestay carer will provide a safe physical and emotional environment for the International student.

Parents wishing to place their daughter in a Homestay must indicate this on the application form. The College will then assist with the organisation of the Homestay family and will:

- Arrange for New Zealand Police vetting of the Homestay carers(s)
- Assess the suitability of the home
- Assess the suitability of the Homestay family

- Inform parents of the details of the accommodation and the family

It is school policy that students are not permitted to live in flats or flatting situations. Girls may only board in the College's boarding-house, with a Homestay family (which has been assessed and approved by the College as indicated above), with a Designated Caregiver or with their own parent(s).

## **19. IMMIGRATION**

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at <http://immigration.govt.nz>

It is recommended that the Student Visa is obtained prior to the student leaving her/his home country. No student is permitted to commence study at a New Zealand school until a Student Visa is obtained. A Visitor's Visa does not allow a student to commence her/his studies.

## **20. NZ CODE OF PRACTICE FOR THE PASTORAL CARE OF INTERNATIONAL STUDENTS**

Columba College has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students. Copies of the Code are available from the New Zealand Ministry of Education website at [www.minedu.govt.nz/international](http://www.minedu.govt.nz/international).