

VGHS SCHOOL & HOSTEL FEE STRUCTURE FOR 2020

(As approved by the AGM on 10/10/2019)

All school and boarding fees are payable **in advance**. To accommodate parents we offer 10% discount on School Fees and 5% discount on Hostel Fees if the annual fees are settled in full by the end of February. We also offer various payment options, as set out below.

TOTAL SCHOOL AND HOSTEL FEES GR 8 – 12

R 77 900.00 per annum
(School + Hostel + Activities + Excursions)

ANNUAL PAYMENT	AMOUNT
Annual School fees	R 24 800
Annual Hostel fees	R 52 700
Hostel Activities & Excursions	R 400
Less discount on full annual payment by 28 Feb	-R 5 115.00
TOTAL	R 72 785

TERMLY PAYMENTS	AMOUNT
A full payment is made BEFORE 1 st day of term. <i>Please note: payments dates are <u>non-negotiable</u></i>	
Term 1 – 15 January	R 19 475
Term 2 – 31 March	R 19 475
Term 3 – 07 July	R 19 475
Term 4 – 29 September	R 19 475
TOTAL	R 77 900

MONTHLY PAYMENTS	
<i>Only available on Debit Order or Stop Order system</i>	
3 or 17 or 20 Feb	R 8 660
2 or 16 or 20 March	R 8 655
1 or 15 or 20 April	R 8 655
4 or 15 or 20 May	R 8 655
1 or 15 or 22 June	R 8 655
1 or 15 or 20 July	R 8 655
3 or 17 or 20 August	R 8 655
1 or 15 or 21 September	R 8 655
1 or 15 or 20 October	R 8 655
TOTAL	R 77 900
Credit card facilities available	

BANK ACCOUNT DETAILS	Contact Details
Account Holder: VGHS Bank: Standard Bank Account Number: 082 033 099 Branch: Grahamstown Branch Code: 051001	Telephone: 046 636 1550 Fax Office: 046 636 1620 e-mail: finance@vghs.co.za and hostels@vghs.co.za Fax to e-mail: Finance: 086 219 3124 Hostels: 086 243 6484
Payment Reference: Use surname of learner followed by First name and account number (eg.MAK01) to ensure that the correct account is credited.	<u>Hostel</u> Eleanor Brown: (046) 636 1550 – follow prompts Beaufort House: (046) 636 1550 – follow prompts Renfrew House: (046) 636 1550 – follow prompts

PLEASE INDICATE YOUR PAYMENT OPTION IN WRITING ON THE FIRST DAY OF SCHOOL

PLEASE READ IMPORTANT ADDITIONAL INFORMATION ON PAGE 2

VGHS FEES 2020: ADDITIONAL INFORMATION

At VGHS we strive not to burden our parents with additional requests for money, therefore many activities are included in the school and boarding fees. Kindly study information below and note [new information](#)

BOARDING FEES

- An additional fee of **R200.00** Boarders' Activities Fee to be used for entry to school and hostel events and activities. It is transferable from one year to the next. This amount will be charged to the hostel account, but payment is voluntary. Parents must notify us before the end of January if they do not wish to pay the Activities Fee. Boarders who leave hostel may request a refund of the unspent amount, but refunds will only be paid out within one month of the boarder leaving the hostel.
- An additional fee of **R200.00** is payable towards the out of town excursions of every hostel. Parents will not be asked during the course of the year to contribute towards hostel excursions. This amount is non-refundable.
- The President's Award Programme: We encourage learners to participate in this program. Their mission is to "empower young people by providing a balanced, non-competitive framework for self-development that will increase their self-esteem and enhance their capacity to achieve in whatever context they find themselves". Participation in the programme will be monitored and encouraged by the hostel staff. Read more about it: www.presidentsaward.co.za.
- No exemption is available on hostel fees.
- Boarding fees are payable in advance BEFORE the first day of each term. Any boarder who has fees in arrears and has not paid in advance for the term will not be allowed back in the hostel after the term holiday. Should these terms not be adhered to and the boarder is sent back to the hostel, she will be kept overnight in the EB Annexe and sent back home the following day, at the expense of the parents/guardians. The boarder will be deemed to be in the care of the parent/guardians when she boards the bus to her home.
- Please refer to LEGAL ACTION below.
- Payment of Hostel Fees is a contractual liability. Notwithstanding any direction by the payer, the school shall be entitled to appropriate any payment made in terms of this agreement, to outstanding school fees.

WEEKLY BOARDING

Weekly boarding is offered to learners whose parents live within a range of 20 – 100 kilometres from the school. The fees for weekly boarding in 2020 are **R47 560** per annum. All arrangements for weekly boarding must be approved by the Principal.

LEGAL ACTION – ALL FEES

- Please note that parents are jointly and severally liable for school and boarding fees.
- Please see above for action in terms of Boarding Fees.
- All accounts are payable in advance. Monthly payments will only be allowed through the School Debit Order system, OR written proof of a Stop Order. Once a parent/guardian defaults on any payment, the full amount becomes payable immediately, and a Final Demand will be issued for the full amount.
- School Fee Accounts 90 days in arrears will be handed over to a collection company, and/or per the policies determined by the School Governing Body and the South African Schools Act #84 Section 41.
- When a parent/guardians defaults on school and boarding fee payment, action will be taken per the Financial Policy of VGHS.
- In the event of legal action being instituted against a parent(s)/guardians and legal costs do arise, the parent/guardian will be held liable for these costs.

DEBIT ORDERS – ALL FEES

Debit Order forms must be completed for monthly payments, unless proof of a stop order has been delivered. There are three Debit Order payments runs: on the 1st, 15th or 20th of the month, for your convenience. Should any of these dates fall on a weekend or Public Holiday, the deduction will be made on the first working day thereafter. Any default on monthly payments will be handled as set out under LEGAL ACTION and will result in the boarder being sent home at the cost of the parent.

CAMPS, EXCURSIONS, DANCES, FORMAL SOCIALS AND SOCIALS

- The budgeted cost of the Gr 8–11 camps and excursions and the Gr 12 Farewell Dance are included in the school fees.
- All other functions, tours and camps are an optional extra. Full tour/camp fees must be paid by a specified date.
- Parents are advised that the dress code for Formal Socials, such as the Gr 11/12 Dance, the Boarders' Dance and the Gr 10 Spring Dance is strictly smart casual. Please do not spend money on semi-formal evening wear.

OLYMPIADS & EISTEDDFODS

School fees include an allocation towards Olympiad and Eisteddfod entries to encourage broader participation, but learners may be asked to make a contribution.

FEE EXEMPTION & ARRANGEMENTS – SCHOOL FEES

- VGHS School Fee Exemption applications are available from the Debtor's Clerk. No Fee Exemption for hostel fees.
- Exemption applications must be completed and submitted, including all specified relevant documents for assessment within 30 days of collection.
- Fee Exemption applications must be submitted annually. No applications will be accepted after **30 October**.
- Special arrangements to settle an account in any other way than payment in advance, including specific reasons, must be made annually in writing in January and must be approved by the Finances Committee of the School Governing Body.

LIBRARY FINES AND BOOKS

All books not returned within two months will be charged to the learner's account at **R200** per book or more if the book costs more to replace. Refunds will only be given up to one month from the date of the account, if the book is returned in a good condition.

NAME BADGES

Lost badges are charged at **R30** per badge.

PROVINCIAL REPRESENTATION

In most cases the school is responsible for transport and organisation for provincial trials, but once the girl is selected as part of a team the responsibility of transportation is transferred to parents/guardians.

STATIONERY AND STUDY GUIDES

Per 2020 Stationery Requirements Lists.

VGHS TEXTBOOKS

No learner will receive VGHS textbooks or set of notes at the start of the year unless she has returned and/or paid for lost books of the previous year at **R200** per textbook, and **R50** per set of notes. Should a learner have paid for a lost textbook, and subsequently return the book in a good condition, she will be refunded.

VGHS OLD GIRLS' UNION

Gr 12 accounts will be debited with a voluntary lifelong membership fee of **R150.00**. Gr 12s have up to the end of the first term to inform the Financial Manager if they do not wish to join the OGU, in which case the account will be credited.

GR 10–12 ART FEES

The Johan Carinus Art Centre is a separate entity with its own staff and School Governing Body. Gr 10–12 VGHS learners taking Art must pay art fees directly to the Johan Carinus Art Centre.

WITHDRAWAL FROM SCHOOL OR HOSTEL

A full month's notice is required, as per the *Memorandum of Agreement*. Should the parent/guardian fail to, or be unable to give a month's notice, the parent/guardian will be liable for all fees and levies for one month ensuing the withdrawal, in addition to any unpaid fees and levies.