

Enrolment



Enrolments for 2021

Enrolment Process

Parents who wish to enrol their child at Mt St Patrick College are required to complete and return the Enrolment Application Form together with copies of other relevant documentation as requested.

- **Enrolment Application Form**
- **Birth Certificate**
- **Baptismal Certificate (if applicable)**
- **Latest School Report (if applicable)**
- **Latest NAPLAN results (if applicable)**
- **Immunisation History Statement (please print off a 2020 copy from the MyGov website)**
- **Additional Needs Documents (if applicable)**
- **VISA and Passport (if not an Australian Citizen)**
- **Asthma Action Plan (if applicable)**
- **Anaphylaxis Action Plan (if applicable)**

Other **optional documentation** that may assist with the enrolment process could include a letter of recommendation from a Priest/Minister of Religion or a character reference possibly from a teacher at the student's current school.

Enrolment Application Fee – a non-refundable Enrolment Fee of \$55.00.

Commonwealth Bank
Account No: 1003 6523
BSB: 062 580

Please ensure you put your **child's name** as a reference.

A **Confidential Reference** request will be forwarded directly to your child's Primary school for completion by the Principal or Year 6 Teacher.

Expression of interest in **Voluntary Assistance in the College Canteen**. A digital copy of this form is also available on the College website.

Year 7, 2021

An Enrolment Application Form for Year 7, 2021 must be submitted to the College by **Friday 3rd April, 2020** accompanied by a \$55.00 non-refundable Enrolment Fee. For parents who wish to direct debit, our bank details are listed previously.

Parents who wish to enrol their child at Mt St Patrick College are required to attend an informal meeting with their child before an offer of enrolment can be made. Meetings will take place in approximately Week 3 of Term 2 in the Gilbey Multipurpose Centre. You will be notified by email early in Term 2 regarding how to make a booking.

Successful applicants will be notified by email before the end of Term 2. Enclosed with the offer of enrolment is an Acceptance of Enrolment that should be completed and returned. A \$300 non-refundable deposit on Term 1, 2021 Tuition Fees is also required to secure your child's position.

A Year 7, 2021 Orientation Day Transition Program will be held at the College during Term 4, as will a Year 7, 2021 Parent Information Evening. Exact dates will be finalised when HSC details are known, though both activities will probably occur in late October and early November.

At the Information Evening each family will be provided access details to the **online Parent Information Handbook: 2021** and online ordering of stationery.

The **Enrolment Application Form** is available for completion on the College website: mspclism.com Please complete and sign. Emailed copies are acceptable, or you can submit by post or in person.

PLEASE NOTE: Incomplete applications will not be accepted.

Please send your completed enrolment package to: mspcenrolments@lism.catholic.edu.au or

**The Enrolment Secretary
Mt St Patrick College
PO Box 105
Murwillumbah NSW 2484**

YEAR 11, 2021

Enrolments for Year 11 are dependent on an interview between the students, a parent and the Principal or his representative.

An **Information Evening for Year 11, 2021 students** and their parents will be held during **Term 2 2021**. It is essential that all students, a parent or guardian attend. Subject selection for Year 11, 2021 will take place after the Information Evening.

Each family will be provided with details to access the **online Senior Handbook** at the Information Evening.

Years 8, 9, 10 and 12, 2021

Parents wishing to enrol a student in any of these year levels should submit their enrolment application together with the necessary documents as listed on the previous page.

Should you require any further information about Mt St Patrick College please do not hesitate to contact either the Principal or the Enrolment Secretary. We would be more than happy to assist you in any way possible.

School Fees

School fees cover the cost incurred in the day-to-day running of the College and also allow the purchase of resources that are necessary to meet our obligation to provide each child with a quality Catholic education.

According to a survey published by the Sydney Morning Herald, Mt St Patrick College fees are among the lowest in fee-paying schools in NSW, including schools in the local area. Every effort is made to keep fees at a realistic, yet affordable level with modest annual increases. The payment of school fees is a condition of enrolment and continued enrolment at the College.

The College offers a variety of methods for payment of school fees including BPay, EFTPOS, Credit Card and Direct Deposit.

Families can pay three equal amounts that are invoiced and due in Week 7 of Terms 1, 2 and 3. Arrangements may be made for fees to be paid weekly or per fortnight if that arrangement is more suitable for some families.

Alternatively families can elect to pay the entire fee in full. If the entire amount is received by the end of Week 7 Term 1 then a discount is available. Other arrangements are possible subject to the approval of the Principal.

Discounts are available for the second and subsequent children from one family attending the College simultaneously.

School fees cover the costs of tuition, textbook hire, resources levy, technology levy (laptop), College Diary, Locker fee, College Magazine (one per family), Retreats, Wellbeing Resource and a Facilities and Maintenance fee. Schools fees include the costs incurred in using the Internet. It does not cover the costs of excursions, sporting visits or other expenses. The Facilities and Maintenance fee is charged per family not per child. A number of elective subjects offered in Years 9 to 12 charge a separate fee due to the materials required for those subjects, for example Industrial Technology: Wood, Visual Art, Hospitality and Marine Studies. A fee Schedule is available on the College website and with the enrolment package.

At Mt St Patrick College education is value for money and a good investment in your child's future. Please phone the College if you have any questions or concerns regarding school fees.

Mt St Patrick College
PO Box 105, Murwillumbah NSW 2484
Phone 02 6672 2340
Email: [mspccenrolments@lism.catholic.edu.au](mailto:mspcenrolments@lism.catholic.edu.au)
Website: mspclism.com



In this sign is my hope