



Saint Mark's Coptic Orthodox College

Tel: 9825 6768, Fax: 9825 6489
ABN: 64 796 481 099
CRICOS Provider Number: 02342F

52 Australis Ave Wattle Grove.
P.O. Box 747, Moorebank, NSW, 1875
Email: office@stmarks.nsw.edu.au
Website: www.stmarks.nsw.edu.au



Fees Policy and Conditions of Enrolment Kindergarten to Year 12 To be read as an integral part of the Application for Enrolment Parent Copy

(Please retain for your records)

- 1 Students are to abide by all College rules. Students are to wear the correct College uniform and do all work set for them, including homework.
- 2 Parents are to actively encourage their children to support the College's goals and to do their utmost to realise those goals in their lives, both within the College and away from it as outlined below.

St Mark's Coptic Orthodox College is a school that works in partnership with parents to create an atmosphere where Christian values and Coptic Orthodox tradition are the foundation of the school's practices and where students and staff feel secure and supported by all members of school community.

The distinctive, sincere and continuous practice of Christian love, service and humility provides students with the opportunity to develop and display a high moral standard.

Our Students are challenged to strive to achieve excellence and success in all areas of the curriculum by attaining their full potential, having confidence in who they are as Christian individuals and becoming active participants in church and the Australian community.

- 3 Parents understand that the Coptic Orthodox Church is a morally conservative, and all students will be expected to respect the teachings of the Church and to live by them at all times. For example, disrespect, obscenity, alcohol, tobacco, drugs, dancing, violent or immoral music, dating and pre-marital physical relations are all strongly rejected. It is the aim of the College to help young people learn to live a life of purity and holiness without fear or shame, and to be living practical witnesses to the truths of the Bible. Morals should not be left behind at the school gates every afternoon!! Parents will support the College in this aim at all times.
- 4 Parents agree to actively encourage and support their children to partake in the spiritual programme set by the College fully and with sincerity. I understand that at present, this includes the following activities.

Morning prayers and hymns each day from the Coptic Orthodox tradition
Classroom prayers and devotions each day from the Coptic Orthodox tradition
School Masses on a regular basis
Community Service Projects

Christian attitudes and behaviour are to be actively encouraged in the classroom and playground.

- 5 Parents are to actively encourage and support their children to partake fully in the Curriculum as set by the College. This includes the curriculum prescribed by the NSW Board of Studies with the addition of three compulsory courses:

Arabic Language Coptic Language and Hymns Coptic Orthodox Studies (Religion)

- 6 Parents and guardians are expected to co-operate with the College in matters of discipline, attendance, completion of homework and the wearing of the Full School Uniform (including blazer Terms 1 to 4).
- 7 Parents understand that the Curriculum also includes the following compulsory activities, excursions, carnivals and other events organised by the College.
- 8 Parents understand that St Mark 's College has designed its Student Management Policy with the aim of using it to teach our children right from wrong and how to live according to the commandments of God. This includes encouraging and rewarding good behaviour and discouraging and punishing bad behaviour.
- 9 Parents agree to work in partnership with the College and fully support the College's policies relating to student management and discipline, and will at all times encourage their children to obey College rules and accept any punishments that may be given for breaking those rules by any staff member, within the College's Discipline Policy.
- 10 The College reserves the right to discipline, suspend or expel any student whose attitude or behaviour does not meet with the expectations of the School.
- 11 Fees are fixed at the lowest level possible commensurate with costs of establishing and maintaining good educational standards and facilities.
- 12 Tuition fees are set by the School Board and are variable at the discretion of the Board.
- 13 Fees are charged three times per annum – posted prior to the commencement of each of terms 1 to 3, and are due and payable on the first day of each of these terms. If fees are paid in four instalments a penalty of 7% of the annual tuition fee may be charged.
- 14 Fees in advance for all new enrolments should be paid within 3 weeks from date of offer.
- 15 A Service Charge will include costs for camps, excursions, school diary, school yearbook, fun days, swimming lessons, sport costs, textbooks and computers. Fee accounts will also include the recommended contribution to the Building Fund. Although voluntary, the School Council expects the support of parents for the Library and Building Fund.
- 16 An administration charge will be imposed on accounts unpaid at the due date at a rate determined from by the School Committee.
- 17 For a student to restart a new term, his or her fees must be paid up to date.
- 18 Parents are urged to contact the Head of College if it is anticipated that temporary financial difficulty might be experienced.
- 19 To complete enrolment in the school, parents are to pay the Enrolment Fee as listed in the Schedule of Fees and Charges or as indicated in the Letter of Offer.
- 20 A full term's notice is required in writing to the Head of College if a student is to be withdrawn from the College. If such notice is not given then one term's tuition fees will be charged.
- 21 A final statement of fees, following a student's withdrawal, will be sent to those responsible for payment.
- 22 For each person paying fees, a 20% sibling discount is allowed on tuition fees for the 2nd child, 35% for the 3rd child and the 4th child is free, after full fees are paid for the 1st child. Only one type of discount is available per child.

- 23 The College Board has the final authority to approve a course of instruction consistent with the objectives of the school: to determine all matters relating to order and discipline, and may be called upon to arbitrate on matters pertaining to a student's eligibility to enrol. The decision of the College Committee is final, and no correspondence shall be entered into.
- 24 Parents and Guardians must be prepared to abide by the Rules and Regulations that govern the College and be responsible for payment of fees and charges. Continued enrolment is at the sole discretion of the College Committee and Head of College.

**Declaration by parents or guardian
and person responsible for payment of fees**

Student's Full Name _____ Class / House _____
Parents / Guardians Signatures: 1. _____ 2. _____ Date: _____