



## Payment Options — School Fees

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All fees will be invoiced two weeks prior to the commencement of each term.

### Option 1

Full annual fees paid in advance within seven days from the commencement of Term 1 will result in a 5% discount on the Tuition Fee component. Please contact our Accounts Department [accounts@lindisfarne.nsw.edu.au](mailto:accounts@lindisfarne.nsw.edu.au) for annual fee calculations.

### Option 2

Term fees paid in full by the first day of term will result in a \$42 prompt payment discount.

### Option 3

Term fees paid by three equal instalments:

- First instalment must be paid by the due date on the statement.
- Second instalment must be paid by the fourth Monday of the term.
- Third instalment must be paid by the seventh Monday of the term (including supplementary charges).

### Option 4

Pre-arranged payment plan by direct debit. Choose this method of weekly or fortnightly payments commencing first week of Term 1. We direct debit your bank account or credit card and credit the payments to your school fee account. Contact our Accounts Department [accounts@lindisfarne.nsw.edu.au](mailto:accounts@lindisfarne.nsw.edu.au) for calculations and direct debit forms.

**Supplementary Charges (for example: Year 4 and 5 Band Levies and subject levies, where applicable) will be clearly listed on the school fee account during each term and payment to be finalised by the last instalment date of each term.**

Please note: Tours and Excursions are now available via [SEQTA Engage \(Parent Lounge\)](#). You will receive correspondence for excursions, sport and extra-curricular activities which are paid separately to school fees.

## Payment Methods

<b>PayWay:</b>	Through <a href="#">SEQTA Engage (Parent Lounge)</a> using credit/debit card only.
<b>BPay:</b>	By cheque/savings account. The Biller Code and Reference Number is printed on the front of your school fee account (top right-hand corner). Simply use phone or internet banking and supply this information and the amount to be paid.
<b>Direct Debit:</b>	Please contact the Accounts Department via email or phone to arrange.
<b>Mail:</b>	Please include the tear off section with your cheque or complete your credit card details.
<b>Office:</b>	Payment in person will be accepted at both campuses (cash/cheque/credit card/EFTPOS) between 8:00am and 4:00pm Monday to Friday.
<b>Phone:</b>	Credit Card payment by phone can be made at the Middle and Senior School Campus Administration only (075590 5099) between 8.00am and 4.00pm Monday to Friday, or emailed to <a href="mailto:accounts@lindisfarne.nsw.edu.au">accounts@lindisfarne.nsw.edu.au</a> at any time.

No surcharge for credit card payments (Visa/Mastercard/AMEX). Fee receipts are generated automatically when paid through SEQTA Engage (Parent Lounge) and all payments will be reflected on your Parent Statements.

Late payment of any instalment will immediately make the whole outstanding balance due and payable. Any late payment of fees may result in loss of discount, scholarship or rebate for the term. If the account is referred to our collection agents, you will be liable for all debt recovery fees.