Annuaire
Alumni
2024

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OUR ENROLMENT AGREEMENT

THIS ENROLMENT AGREEMENT forms the policy of Girton Grammar School Bendigo (School) in relation to:

- fees;
- charges;
- the administration of fees;
- the procedures and processes of enrolments; and
- the conditions of enrolment.

This document constitutes the sole and entire Enrolment Agreement between the Student, their Legal Guardian(s) / Parent(s) (Parent(s)) and the School (except where expressly indicated otherwise) and formalises the terms and conditions on which the Student will be enrolled with the School as a Student. Any warranty, representation, guarantee or other term or condition of any nature not contained or mentioned in this Enrolment Agreement is of no force or e□ect

For ease of reference the Enrolment Agreement is divided into four schedules:

SCHEDULE A:
Services, Fees, Charges and Administration of Fees.

SCHEDULE B:
Capital Fees and the Enrolment process.

SCHEDULE C:
Conditions of Enrolment.

SCHEDULE D:
Con□rmation of Enrolment

In addition, the Enrolment Agreement includes the following documents:

- School Charter
- Fee Schedule
- Parent Code of Conduct
- Student Code of Conduct
- Behavioural Expectations Policy
- Complaints and Grievance Procedure
- Anti-Bullying and Harassment Policy
- Privacy Policy
- Refund Policy for Overseas Students

Parent(s) must read the Enrolment Agreement carefully prior to signing the Con□rmation of Enrolment form and must not rely on verbal representations from the School that is di□erent to what is set out in this Enrolment Agreement. If there is a dispute, the School will refer to this Enrolment Agreement and the School Policies to establish enforcement of terms and conditions of enrolment.

By signing the Con□rmation of Enrolment the Student and their Parent(s) understand and agree to accept all the terms and conditions of the Student's enrolment with the School and agree to comply with the School's rules, regulations, policies and procedures, as amended from time to time. This Enrolment Agreement and the policies referred to therein may be unilaterally amended by the School on the provision of three (3) months written notice to the Parent(s)

The Enrolment Agreement is governed by the laws of the State of Victoria and all parties agree to submit to the exclusive jurisdiction of the courts of Victoria. Complaints will be managed in accordance with the School's Complaints and Grievances Procedure.

Enquiries regarding any aspect of schedules A and B may be directed to the Chief Financial O□cer. Enquiries regarding any aspect of Schedule C and D may be directed to the Principal.

Please note: The Principal determines the enrolment status of a Student on behalf of the School.

SCHOOL FEES

Finance Plans

The School recognises Deposits and Fees may be a major □nancial burden for some parents or even a barrier to

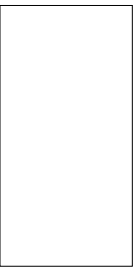
2. EDUCATIONAL SERVICES

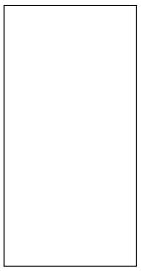
2.1 The School provides educational services to children from Preparatory to Year 12. The School provides educational services in accordance with the School's registration for:

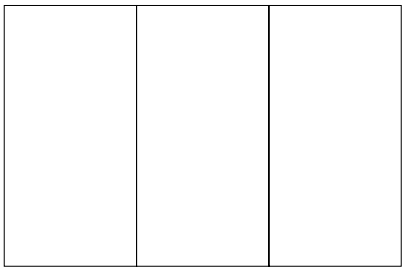
(a) Junior School Preparatory – Year 6

(b) Senior School Years 7-12

2.2 From years 7 to 12, the School o□ers educational







3.6

5.3 In the event that a Student is expelled from the

7.4 The parties acknowledge and agree that the Late Withdrawal Fee, payable pursuant to clauses 7.2 and 7.3, is reasonable and represents a genuine pre-estimate of any loss that may be su□ered by the School as a result of a breach of clause 7.1.

7.5 Once the signed Con□rmation of Enrolment is received, and the □rst instalment of the Capital Fee is paid, the Student is deemed to be enrolled in the School. Hence the notice of withdrawal period as described in Clause 7.1 is required to be given if Parent(s) subsequently decides not to proceed.

7.6 The Application and Administration fees will not be refunded if Parent(s) / Guardian(s) decide to withdraw a Student at any time, or a Student does not commence at the School.

8. SCHOLARSHIPS AND BURSARIES

8.1 Scholarships and Bursaries are awarded at the discretion of the Principal. Enquiries should be made to the Registrar or Principal.

9. OVERSEAS STUDENTS (Years 7-12)*

Fees

9.1 The fees for Overseas Students are as follows:
Annual Tuition fees $31,421.00

9.2 Girton Grammar School does not o□er Boarding or Homestay.

The annual tuition fee includes all charges for tuition and compulsory excursions during term time, The Tuition Fee, is payable annually in advance and prior to the Student's arrival in Australia.

9.3 Monies received from Parent(s) / Guardian(s) on behalf of overseas Students will be placed in the School's trust account. Any interest earned, less bank fees and an administration charge, is assigned to each individual's account.

9.4 Clause 9 of this Agreement should be read in conjunction with the Refund Policy for Overseas Students. Copies are available from the Business O□ce by request.

English Language Requirements

9.5 To ensure Overseas Students have the best possible chance of successful completion of courses at Girton Grammar School, they are required to undertake a pre-requisite English Language pro□ciency test via the International English Testing System (IELTS). Overseas Students must achieve a minimum test score of 5.5 or a minimum test score when combined with at least 10 weeks English Language Intensive Courses for Overseas Students (ELICOS) of 5.0 or a minimum test score of 4.5 when combined with at least 20 weeks ELICOS.

Overseas Student Contact Details

9.6 Girton Grammar School will only o□er enrolment to international students aged under 18 years where the student will reside at all times in Victoria either:

- in the care of a parent or legal guardian, or
- in the care of a close relative nominated by the parent/legal guardian and approved by the Department of Home A□airs (a DHA approved relative)

Girton Grammar School does not issue Con□rmation of Appropriate Accommodation & Welfare (CAAW) arrangements accepting responsibility for unaccompanied students aged under 18, and will not arrange homestay or boarding

locker, a bag or any other place at School or at any School programme, the School does not accept responsibility for repair or replacement. All students' or families' property is the responsibility of the Student or the family, not the School.

11.3 If a Student is injured or becomes ill, either at School or attending a School event, then any medical, hospital, ambulance (including air ambulance) and other expenses associated with that illness or injury are the responsibility of the

acceptance by another applicant, immediate con□rmation may be required.

8.3 Please note that should no response to an O□er of Enrolment be received within the speci□ed period from the date of posting of the Letter of O□er, the O□er shall be withdrawn and the place provided to another child, without further notice from the School. This regulation applies to all enrolments.

8.4 Once the signed Con□rmation of Enrolment is received, and the Capital Fee is paid, the Student is deemed to be enrolled in the School. Hence the notice of withdrawal period is required to be given if the Parent(s) subsequently decides not to proceed. (See Sche

ensure that the School's records in relation to the Student are correct and up to date and must advise the School as soon as possible of any changes to the Student's records, including the Student's or the Parent(s) contact information, including address.

1.2 The Parent(s) and Student will commit to and support, the values and philosophy of the School and its various policies, procedures and programs. They will work in partnership with the School to ensure that the Student meets its expectations and contributes positively within the learning environment. Parent(s) agree to be bound by the School's Parent Code of Conduct, as amended from time to time.

1.3 The Parent(s) and Student to this Enrolment Agreement agree to respect the right of every member of the School community to participate, learn and work in an environment free of abuse, discrimination, harassment, bullying, violence, vili□cation and victimisation. Parent(s) and the Student will comply with the obligations within the various policies and codes of conduct outlined by the School.

2. STUDENT CONDUCT

2.1 The continued enrolment of the Student is dependent on their behaviour being in accordance with the Student Code of Conduct and the School's policies, rules and regulations, as amended from time to time, including those which form part of the

education via the School's community online portal,