



2025 SCHOOL TERM DATES

Term 1: 17 January - 20 March
 Term 2: 08 April - 27 June
 Term 3: 22 July - 26 September
 Term 4: 14 October - 03 December

SCHEDULE OF FEES

APPLICATION & ENROLMENT

Application : R 600

Enrolment : R 1000

Required for all grades.

METHOD OF PAYMENT


All Payments should be made directly into our bank account. **STRICTLY NO CASH** will be received at the school.

NB!!! Fees must be paid into the correct account using correct reference. (Surname and Name of Learner)


BANKING DETAILS

Bank Name: First National Bank
 Account Name: DIVINE FAVOUR TA:
 EDUQUEST COLLEGE (PTY) LTD
 Account Number: 62811 0469 20
 Branch Code: 255355

CONTACT DETAILS

 **Filkem House, 278 Helen Joseph Street, Pretoria,0002**

 **012 881 8802 | 087 711 1235**

 **061 729 7343**

 **info@eduquestcollege.co.za**

 **eduquestcollege@gmail.com**

 **eduquestcollege.co.za**

TUITION FEES

Grade	Once-off Annual Fee	Discounted Annual Fee	10 Monthly Fee	12 Monthly Fee
1 - 3	R14 400	R12 960	R1 440	R1 200
4 - 6	R16 200	R14 580	R1 620	R1 350
7 - 9	R18 000	R16 200	R1 800	R1 500

A non-refundable Application and Enrolment fee is required for all grades.

AFTERCARE

- Aftercare until 17:00 pm for Grade 1 to Grade 7 students is available. More information at the college.
- Should a parent be late, they will be billed R50 for every 10 minutes after 17:00 pm.
- Should a parent be late for more than 3 times, the student will be suspended from aftercare .

OTHER FEES

Fee Type	Description
Educational Tours	All educational and sports tours must be paid for prior to departure . If school fees are in arrears, children will not be permitted to go on tour until overdue school fees have been paid. In certain cases, tours may be invoiced to your school fee account.
Stationery, Exercise Books, and Textbooks	Detailed lists will be supplied for parents to purchase stationery and textbooks for the 2025 academic year.

Statements, Correspondence, and Communication

A monthly statement will be handed to your child on or before the 25th of each month. If you do not live with your child, please contact the school to request the statement to be sent electronically.

Terms and conditions apply.
Information correct at the time of print.

Important Notification:

To ensure seamless communication, please notify the school immediately if your contact details change. We also utilize an SMS system to keep parents/guardians informed.

Overdue Accounts:

The school reserves the right to dis-continue learners from class / bar learners from writing assessments or exams if their school fees are in arrears. **We do not want this to happen as it is embarrassing for both the school and the child - so please pay your fees on time.**

Third Parties:

The school cannot on behalf of a guardian claim any fees from any institution whatsoever. Claiming such fees must be done by the legally appointed guardian. The school will; on request; provide an official school fees letter and any reasonable documents that are within its power to learner's legally appointed guardian in order to facilitate the payment of school fees by third parties. It must however be clearly understood that the parent is and remain the principal debtor responsible for the school fees. Should the fees be paid by a third party, the parent must communicate earlier before the start of the academic year or term and provide the school with conclusive proof that a third party will in fact be paying the school fees. This must be done on a letterhead of the responsible party and must indicate the amount(s) and dates of expected payments.

In the event of the Third-Party taking responsibility for the payment of the Fees, you by your signature hereto, hereby bind yourself jointly and severally in your personal Capacity as surety and co-principal debtor with the Third Party for payment to the School of any amounts which are owing and may at any time become owing to the School by the Third Party.

Arrangements:

Arrangements regarding school fees will only be made in dire circumstances and it is in the discretion of school management and this is subjected to the management approval. All arrangements must be made in writing. This arrangement is only accepted and becomes binding once BOTH parties agree and the management approval has been obtained. Documented proof may be requested.

NB!!! Once an agreement has not been honoured the school fees become immediately due and payable and no further arrangements will be made.

Reports/Transfer letters:

No report/transfer letters will be issued for learner(s) if their fees is/are in arrears.

Additional Charges:

In addition to official School activities, the School organizes camps, excursions, sports events and other activities not covered by school fees; these additional activities also need to be paid-for in advance. The Responsible Party agrees to these costs, of which it is advised via specific letters and/or general newsletters, communicating the reason for these activities. The School reserves the right to debit the Child's account with these additional fees. In the event that the Responsible Party is not meeting its basic financial obligations towards the School, the School reserves the right to review a Child's continued involvement in school activities that are not covered by normal school fees.

School Trips / outings:

Money for school trips/outings must be paid into the school account. Should the school fee account be in arrears a learner will not be allowed to participate and the funds paid will be allocated to school fees.

Damage to school property:

Any damage to school property may be charged on the respective learner's account. Should the person responsible for the damage not be identified, the cost will be divided between the number of learners involved and the accounts debited accordingly.

Cancellation of Contract:

The Enrolment Contract is binding for the full academic year. Should learners abscond, be expelled due to non-compliance of school rules or excluded from class due to fee payment, the parent remains liable for payment of the full school years' school fees. No portion of the school fees may be waived or is refundable, due to any circumstance including, non-attendance due to illness (physical, mental) or otherwise.

Right of Admission / Full disclosure:

Parents or Guardians are compelled to disclose reasons(s) for transferring a learner from another

school. Management reserves the right to refuse admittance and cancel the contract should the reason given not be true.

Telephonic Discussions:

Kindly note; **no telephonic discussions/arrangements will be entered into regarding school fees**

– please make an appointment with the Principal/Head of Account Department to discuss any problems you may have.

Learner Suspensions:

The School may exclude (suspend or expel) a Child when tuition and/or other fees are not paid, because the Responsible Party has breached the legal contract to pay fees. Adequate warning will be given prior to taking action.

Consequences of Suspension:

As the suspension of a Child from the School is not usually the fault of the Child concerned, the School has the objective of minimizing the consequences of such a suspension for the Child. However, suspended Children are not permitted to be on the School's property at any time during the period of their suspension. They are therefore excluded from all academic, sporting, cultural, spiritual, social and psychosocial activities at the School for the duration of their suspension. If they should attend any academic, sporting, cultural, spiritual, social and psychosocial activity (ies) at any other school where the School is participating, they may not associate themselves with the School, its pupils or its representatives.

Where the nature of the academic work allows, parents may request teachers to forward notes and other information such as required reading to the Child for the duration of his/her suspension *if it is the intention that the Child will return to the School*. This work may be sent electronically, via a fellow pupil or left at Reception for a family member to collect.

NB!!! A suspended Child is expected to complete all exercises and work sent home and to produce it on his/her return after suspension.

On his/her return from suspension, the onus is on the Child to ensure that any aspects of the curriculum which he/she missed and which requires clarification, is caught up. He/She may approach the various teachers / Heads of Departments, attend regular consolidation lessons or arrange private tuition in order to catch up.

Any written test which is scheduled during the period of the Child's suspension may be rescheduled at the School's convenience. Teachers are not expected to mark work done at home by suspended Children, and are also not required to set an 'alternative' test for a Suspended Child to write on his/her return. Teachers will record an 'absent' next to a suspended Child's name for such assessments. This also applies to any oral assessments. Where a suspended Child forms part of a group assessment task, the teacher will ensure that the other members of the group will not be penalized by the absence of one of their members, by making an informed adjustment of the requirements of the task. If the suspended Child is in Matric, (s)he will be allowed to come to the School specifically to complete any assessments which form part of his/her Matric portfolio. However, he/she will complete his/her assessment in a separate venue to the rest of the class. The School will arrange a member of staff to supervise such assessments. Once having completed his/her assessment, the suspended Child is expected to leave the School premises immediately.

Declaration:

By signing this document, the parent/guardian agrees that:-

- he/she understand that payment of the account is his/her responsibility, notwithstanding the involvement of a third party and /or the frequency of statements received from the school.
- The onus of making sure that the school has the most up to date contact details of a parent/guardian and communicating with the school is on the parent/guardian.
- The parent/guardian declare that he/she has read the school fee policy document, understands the content and agrees to abide by the regulations as set out.
 - The parent/guardian agrees that the School will be entitled to institute any legal proceedings for the recovery of any monies owing, without additional consultation /notification. It is further agreed that the parent/guardian will be held liable for any cost incurred by the school by taking such action.
- The Parent/Guardian agree that they signed this declaration out of their own free will and waive any right to dispute / bring charges resulting from the policy against the school, the school Management or its delegated agents.

I _____ (full Name(s) and Surname) the biological parent/legal guardian of _____ (Full Name & Surname of learner) hereby acknowledge that I have read, understood and agree to the Payment Policy as set out in the accompanying document.

Signature
(Biological Parent/Legal Guardian)

Date
(Biological Parent/Legal Guardian)