



<b>FEES STRUCTURE 2020</b>			
	<u>COST PER YEAR</u>	<u>COST PER MONTH X12</u>	<u>COST PER MONTH X10</u>
Grade R	R16 663.40	R1.388.60	R1 666.34
Grades 1 - 7	R15 004.50	R1250.30	R1 500.45
<b>AFTERCARE 2020</b>		<u>PER TERM</u>	<u>PER MONTH</u>
	R5444.16	R1361.00	R453.68
<b>MUSIC 2020</b>		<u>PER MONTH X10</u>	
	INDIVIDUAL R4012.50	R401.25	
	GROUP R3000.00	R300.00	

**NB: ALL school fee accounts must in good standing in order for learners to attend aftercare and music lessons**

**10% REDUCTION IN SCHOOL FEES APPLIES IF PAID IN FULL BY 28 TH OF FEBRUARY 2020.**

**METHODS OF PAYMENTS:**

<b>EFT: ABSA BANK</b>		
Account No: 450490024	Branch Code: 632005	Type: Current/Cheque



# ZWAANSWYK ACADEMY

338 MAIN ROAD

RETREAT 7945

TEL.: (021) 712 2051

FAX: (021) 7121047

E-MAIL: [accounts@zwaanswyk.net](mailto:accounts@zwaanswyk.net)

**Accounts operate on a strict referencing system; therefore, we ask all parents to please adhere to the following:**

When making EFT payments, please use learner account number on statement as reference, which will be found on the top right hand corner of the statement. Music and Aftercare payments are to be paid separately due to having different account numbers. This is **IMPORTANT** as the wrong account may be credited.

### **CARD PAYMENTS:**

These payments can be made at the Finance Office.

### **DEBIT ORDERS:**

All debit order forms to be submitted to the Finance Office by the 10th of the month in order to run in the same month. Debit order dates are: 15<sup>th</sup>, 25<sup>th</sup>, and 31<sup>st</sup> of each month. Debit orders unpaid for 2 consecutive months will result in cancellation thereof.

Please advise our office of any changes in banking details.

Statements are issued monthly to every learner. Parents will be notified via sms when statements are issued.

**\*\*\*\*\*PLEASE NOTE THAT IN ORDER FOR DEBIT ORDERS TO BE PROCESSED FOR JANUARY 2020, WE WOULD NEED ALL DEBIT ORDER FORMS TO BE COMPLETED AND SENT TO THE FINANCE OFFICE BY NO LATER THAN THE 25 NOVEMBER 2019.\*\*\*\*\***

### **STOP ORDERS**

This is arranged by you with your own bank. Please reference properly!!

### **CASH PAYMENTS**

**WE ARE MOVING AWAY FROM HANDLING CASH IN 2020 FOR PAYMENT OF FEES.**



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## **STATEMENTS**

School fee statements will be emailed monthly. Please advise the finance office when your email address change, or did not receive a statement by the 7<sup>th</sup> of each month.

## **SCHOOL FEES EXEMPTION**

Application for school fee exemptions are to be completed annually, in order for you to be eligible for a reduction by the School Governing Body. All parents wanting to apply must please collect exemption forms at the Finance Office. Forms must be completed and returned to Finance Office. All exemptions will reflect on your March school fee statement. **There are no exemptions for Grade R.** Application forms will be available from the beginning of February 2020, please collect in person.

All accounts in arrears must be discussed with the Finance Office to make the necessary payment arrangements. Failure to do so may result in your account being handed over for collection.

**PLEASE NOTE THAT THE FINANCE OFFICE IS CLOSED BETWEEN 9:30am AND 12pm DAILY. PLEASE RESPECT OUR HOURS.**