

FEE PAYMENT STRUCTURE 2018

Attached hereto is the fee schedule for 2018 detailing the basic school fees together with additional costs payable to the College.

**Monthly fees are calculated over 11 months (January to November) inclusive.
(Grade 12 over 10 months January to October inclusive)
Monthly tuition payments will only be accepted by debit order.**

Payment Plan Options

See attached fee schedule for the different payment plan options

Electronic Transfer or direct banking into Parklands College Account

Reference No.: Supply your child/ren account number/s to facilitate the correct account allocation

Cash and Foreign Currency: Bank charges will be debited to your account

Bank Deposits: Kindly inform the finance department of bank deposits by telephone, fax or email (Debtors@parklands.co.za)

Debit Orders

These are effective on the first day of each month, 1 January to 1 November (January to October for Grade 12)

Arrears

Learners will be suspended should fees fall into arrears. In the unfortunate event of Parklands College instituting action against a defaulter, the account will be handed to our attorneys for collection, and all costs incurred for the recovery of such amounts will be for the defaulter's account (including costs on the scales as between the attorney and the client).

Notice

The College requires written notice a full quarter in advance of a parent's intention to remove a learner from the College, failing which the following quarters fees will fall due in lieu of notice.

Co-curricular activities

Optional extra murals are charged per quarter unless otherwise stated. The full quarter's fee will be charged in the event of a learner attending more than one lesson in a selected activity. Learners who commit to a specific activity will be billed for the full quarter.

Please could all Parents of new learners and current parents, who wish to change their present payment plan or billing option, kindly complete the following documents and return by 20th October via e-mail to debtors@parklands.co.za.

In the event that the form is not returned we will automatically assume that the same billing and payment method as 2017 will apply.

"May we take this opportunity to thank all our Parents for your continued support"



Name of parent:

Name of child/ren:

Grade:

Roth Educational Services (Pty) Ltd. T/A

Parklands College

Raats Drive, Table View, 7441

Dear Sirs

RE: SCHOOL FEE ACCOUNT NUMBER:

PAYMENT OPTIONS			
	<i>Monthly in Advance</i>	<i>Quarterly in Advance</i>	<i>Annually in Advance</i>
Credit Card *	Not Applicable		
Debit Order *			Not Applicable

Any other arrangement can only be made with the consent of the Financial Manager and will be subject to a credit check

Signature..... Date: Telephone Number:

* A Debit Order/credit card instruction form is attached and must be completed in full.

H:\fees\fees 2018\2018 - Fee Payment Options and Debit form.doc

DEBIT ORDER OR CREDIT CARD INSTRUCTION

Kindly complete and return by 20th October and e-mail to Debtors@parklands.co.za



Name of parent:

Name of child/ren:

Grade:

Roth Educational Services (Pty) Ltd. T/A
Parklands College
 Raats Drive, Table View, 7441

Dear Sirs

RE: SCHOOL FEE ACCOUNT NUMBER:

MY BANK ACCOUNT DETAILS ARE AS FOLLOWS												
Bank:												
Branch Name and Town:												
Branch Number or credit card CVC number and expiry date of card:												
Bank Account Number or credit card number:												
Type of Account: Delete where not applicable	<i>CURRENT (CHEQUE)</i>			<i>SAVINGS</i>			<i>TRANSMISSION</i>					

I/We hereby request, "instruct" and authorise you to draw against my/our account with the above mentioned bank (or any other bank or branch to which I/we may transfer my/our account) the fixed amount of:

R..... (Amount in words,)

the amount necessary for payment of the instalment due in respect of the above mentioned fee account on the 1st day of
 each month/quarter commencing on

I/we further request that the fixed amount be increased by the amount of additional fees included on the school account from time to time in respect of co-curricular tuition, aftercare and other costs or services requested by me/us and reflected on the monthly account.

All such withdrawals from my/our bank account by you shall be treated as though they had been signed by me/us personally. I/We agree to pay any bank charges relating to this debit order instruction. This authority may be cancelled by me/us by giving you thirty days notice in writing, sent by prepaid registered post, but I/we understand that I/we shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force if such amounts were legally owing to you. Receipt of this instruction by you shall be regarded as receipt thereof by my/our bank (whichever it is or will be).

ASSIGNMENT:
 I/We acknowledge that the party hereby authorised to effect the drawing(s) against my/our account may not cede or assign any of its rights to any third party without my/our prior written consent and that I/we may not delegate any of my/our obligations in terms of this contract/authority to any third party without prior written consent of the authorised party.

Signed.....on this.....day of

.....
 Signature as used for signing cheques Assisted By (Where legally necessary) Capacity

NOTE: A cancelled cheque should be attached for bank identification purposes (Current Accounts only). The User may add to the above minimum requirements.