



WEMBLEY COLLEGE

Private Bag X5606

Greytown

3250

Tel: (033) 4132677

(033) 4172180

Fax: (033) 4171074

Email: admin@wembleycollege.co.za

APPLICATION AND ADMISSION INFORMATION

Dear Parents

When looking for a school for your children, fees and affordability play an ever-increasing role in selection. At Wembley College we introduced a system in 2004 whereby all fees are paid by the debit order system. This has made it a lot easier for parents to ensure that fees are paid timeously and the daunting task of collecting fees is made a lot easier for the school. Please note that a completed debit order form must be submitted when applying for a position at Wembley College.

APPLICATION /ADMISSION FEES

An acceptance fee of one month's current school fees and boarding fees (if applicable) are payable upon acceptance. This is a non-refundable fee that will be credited to your Wembley College account. This acceptance fee will be adjusted in January according to the increased fees for the new year. January fees are due on the first day of school, as school and boarding fees are payable in advance.

SCHOOL FEES 2011

The new fee structure, commencing **1 January 2011** is as follows:

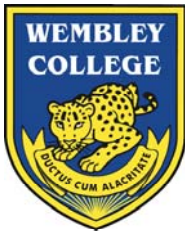
	<i>(in advance)</i>	<i>(in advance)</i>	<i>(in advance)</i>	<i>(in advance)</i>
	Per month (10)	Per term	Half-Yearly	Annually
Grade RRR	R 250.00	R 750.00	R 1 500.00	R 3 000.00
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Grade R	R1 260.00	R3 150.00	R 6 300.00	R12 600.00
Grade 1	R2 400.00	R6 000.00	R12 000.00	R24 000.00
Grade 2	R2 544.00	R6 360.00	R12 720.00	R25 440.00
Grade 3 – Form 1	R2 640.00	R6 600.00	R13 200.00	R26 400.00
Form 2 – Form 6	R3 240.00	R8 100.00	R16 200.00	R32 400.00
<i>Boarding</i>				
Weekly Boarding	R3 360.00	R8 400.00	R16 800.00	R33 600.00
Full Boarding	R3 720.00	R9 300.00	R18 600.00	R37 200.00

NOTICE PERIOD

A full term's written notice is required in the event that any scholar leaves the College or the Boarding Establishment before completing Form 6, failing which a quarter's fees will be payable in lieu of notice.

DEBIT ORDER SYSTEM

Please specify your choice of payment per 10 month/term/half-yearly or annually. If fees are paid **annually in advance** by the first school day, a **discount of 5%** will be applicable; if paid by the second school day a **discount of 2.5%**; and if paid thereafter no discount will apply. Should you wish to increase your debit order to include 'extras', please let us have a separate letter authorising us to do so and stating the increased amount.



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A 2.5% handling fee is charged on debit orders. If a debit order is not signed, a letter stating how payment will be made is required and a handling fee of 5% will be charged monthly. A R50.00 levy will be charged for each **dishonoured debit order**. To cancel your debit order, please advise Wembley College in writing one month in advance. Debit orders cannot be charged to credit cards.

CREDIT CARD FACILITIES

For parents with credit or debit cards, please note that we have a card machine in the accounts office.

SPECIAL REDUCTIONS

For the second family member a reduction of 5% is granted. For a third family member a reduction of 10% is granted and for the fourth and any additional family member(s), a reduction of 15% is applicable.

PERSONAL ACCIDENT INSURANCE FUND

It is compulsory for all pupils to belong to the KZN Scholars' Personal Accident Fund. It is a once off payment for the year and will be charged to your account at the beginning of the year. The costs of the fund are listed below:

All rugby playing scholars in Forms 2, 3, 4, 5 and 6	R320.00
Other High School boys	R130.00
All other Pupils	R100.00
Optional : Netcare 911	R 31.00

CAMBRIDGE EXAMINATION FEES (FORMS 4 & 6)

We suggest that you build up a credit on your account for these fees, which are billed to your account at the beginning of the 3rd term and are payable before the exams are written

INTEREST

Interest of 2% per month is charged on outstanding amounts. Any costs borne by the College to follow up on unpaid fees will be charged to the account of the parent/guardian including cell-phone calls, faxes etc.

EXTRAS & SUPPLEMENTARY FEES (BOARDING ESTABLISHMENT SCHOLARS)

Charges for special medicines, private use of transport, stationery, dry cleaning, purchases from the school Uniform Shop and other incidentals such as examination fees or private tuition in music and other subjects will be reflected on the end of term accounts. Doctors' consultation fees are charged directly to parents by the medical practitioner. Accounts for supplementary fees or expenses shall be paid within FOURTEEN (14) days of date of posting.

STATIONERY & TEXT BOOKS

School fees do not include text books and stationery. A list of textbooks and stationery is available from the office per grade/form.



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UNIFORMS

The uniform shop is open during school term every Wednesday from 12:00 – 16:00. The shop will also open a week before school starts in January. There are no accounts at the uniform shop.

REPATRIATION FEE (FOR NON-SOUTH AFRICAN RESIDENTS)

Due to Government Regulations, the College requires a full term's fees to be held as a refundable deposit in case of repatriation. This fee will be refunded when the scholar leaves Wembley College. This arrangement excludes scholars from Namibia, Lesotho and Swaziland.

ATTORNEYS' FEES

In the event of Wembley having to hand over outstanding fees after 120 days for collection, both parents are liable for all attorney and collection costs.

MY SCHOOL CARD

Application forms for a "my school" card are available at reception, or apply online @ www.myschool.co.za. Please support this worthy cause as it benefits our school.

CORBISHLEY CULTURAL CENTRE

This centre offers Private tuition in ballet, modern dancing and music.

MUSIC

Choir, guitar and recorder are offered to students as extra-mural activities.

CLUBS

The following clubs are offered at Wembley College: drama, canoeing, cycling, chess, magazine, social tennis, sewing and fishing.

ADDITIONAL PRIVATE COACHING

Horseriding – Jane O'Sullivan 082 820 2097 and M J Nook 072 492 7062

Karate – Liekie Steyn 082 820 0615

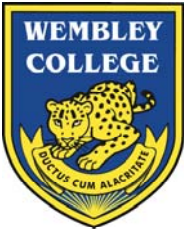
Swimming lessons – Ruth Drew 084 555 0479

Playball – Theresa Olwage 082 419 3244

Tennis coaching – Derrick Brown 083 228 9243

Yours faithfully

ANDREW NORRIS
COLLEGE HEAD



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