

SCHOOL FEES 2021

Given the uncertainty of current times these fees will be reviewed mid-year to take account of Namibia's economic situation (including, for example, exchange rates and their impact on fees paid to Cambridge Assessment International Education). A change in fees may result from this.

STRUCTURE 1 Namibian Tax Payers - for any parent who pays tax in Namibia and provides their Namibian Tax Identification Number on the Fee Form

	FEES PER ANNUM N\$	MONTHLY OVER 11 MONTHS (Jan - Nov) N\$
Grade R	61,600.00	5,600.00
Grade 1	62,460.00	5,679.00
Grade 2	62,460.00	5,679.00
Grade 3	62,460.00	5,679.00
Grade 4	62,460.00	5,679.00
Grade 5	62,460.00	5,679.00
Grade 6	62,460.00	5,679.00
Grade 7	68,420.00	6,220.00
Grade 8	74,370.00	6,761.00
Grade 9	74,370.00	6,761.00
Grade 10	77,190.00	7,018.00
Grade 11	77,190.00	7,018.00
Grade 12	84,090.00	7,645.00

STRUCTURE 2 – parents not paying tax in Namibia

	FEES PER ANNUM N\$	MONTHLY OVER 11 MONTHS (Jan - Nov) N\$
Grade R	107,800.00	9,800.00
Grade 1	109,305.00	9,939.00
Grade 2	109,305.00	9,939.00
Grade 3	109,305.00	9,939.00
Grade 4	109,305.00	9,939.00
Grade 5	109,305.00	9,939.00
Grade 6	109,305.00	9,939.00
Grade 7	119,735.00	10,885.00
Grade 8	130,148.00	11,832.00
Grade 9	130,148.00	11,832.00
Grade 10	135,083.00	12,282.00
Grade 11	135,083.00	12,282.00
Grade 12	147,158.00	13,379.00

SCHOOL FEES PAYMENTS

Please complete the Fee Form, a hard copy of which will be given to your child.

In 2021 we will **only** email statements. Therefore please ensure that you provide the correct email address on the Fee Form and that it is clear and legible.

New parents to St Paul's College must fill in their Namibian Tax Identification Number and also **provide a copy of their Taxpayer Registration Certificate issued by the Receiver of Revenue**. Failure to do so will result in Structure 2 fees being charged.

Indicate which method of payment you prefer – a once off payment for the whole year or monthly payments. You will be invoiced on this basis. All parents will receive their first invoice for 2021 at the end of Term 3 2020.

Annual: Parents who pay annually in advance will receive a 5% discount if this payment is made before the end of January 2021.

Monthly: There will be **11** monthly instalments and parents are reminded that school fees are payable **in advance**, i.e. at the beginning of January and thereafter at the beginning of each month from February to November.

Please also complete the back of the Fee Form and indicate whether you wish to make a **voluntary** contribution to the Media / I.T. Fund (for the development of the Media Centre) and/or the Sport Development Fund (for the development of sport codes).

BANKING DETAILS

St Paul's College
Bank Windhoek, Maerua Mall branch
Account Number: 8004268621
Branch Code: 483 872
Swift Code: BWLINANX

Please forward proof of electronic payments to the Bursar's office at finance1@spcnam.org or finance2@spcnam.org. This will speed up the processing to your account.

To avoid delays and help ensure accuracy please use the **unique account number/code** that is on the top right hand side of your statement as the reference for all payments.

Please note that, for security reasons, the Bursar will not accept cash payments exceeding N\$500.00.

ONCE OFF ENROLMENT FEE

New applications and acceptances are required to pay a **once off** enrolment fee of N\$6,000.00 per child. Payment of this fee secures the place for your child and is due one week after the acceptance letter has been sent to the parents. This fee is only paid upon the initial enrolment of the child and is not refundable. This fee does not constitute part of the 2021 fees.

LATE ENROLMENTS

Please note that if students are enrolled at St Paul's College after January, the school fees will be pro-rata based on the annual fees for that Grade.

TEXT BOOKS

Textbooks for Grades 7 to 12 ordered by parents will be billed to your account when they are issued. Payment for text books needs to be made by the end of Term 1 2021. However please note you are liable for these fees from the time you order the textbooks.

EXTRAS

All extras (for example, excursions, art fees, photographs) will be billed to your school account and need to be paid within the following month. Extras which have not been paid at the end of the term will result in reports being withheld and children not being allowed to return to school until the account is settled.

Art

Students who elect to take Art in Grade 10 will pay an additional fee of N\$450.00 per annum and in Grades 11 and 12 an additional N\$650.00 per annum, to help cover the cost of materials.

Photographs

Children who have photographs taken by the school photographer will be billed on their account (usually during the second term).

STUDENT WITHDRAWAL

Considering the demand for places at St Paul's College we require notice in writing of withdrawal of a student of at least two (2) months. Failure to do so will entitle the College to claim the school fees due for that period.

FAILURE TO MAKE PAYMENT

Fees not up to date at a term's end will result in reports being withheld. Your child will not be allowed to attend school until outstanding fees are settled. Thereafter any parent defaulting on their payments will be handed over to our attorneys.