

Government schools are not fully funded for all programs or resources. To make up the short-fall the College Council has set annual fees for all year levels. Parent/guardian payment of these set fees ensures Officer Secondary College continues to provide high quality educational programs and facilities

COLLEGE COUNCIL SPECIFIC FEES

A	COLLEGE COUNCIL ESSENTIAL ITEMS		
	This covers the cost of locker hire and maintenance, Wellbeing incursions, Careers incursions, Student ID card, buses used to attend whole school events such as carnivals and other sport activities offsite, IT network support including school-based software, Student Planner and other subject support materials, for Year 12 students	\$287.00	
	Total College Council Essential Items	\$287.00	
	If you choose to take advantage of the Early Bird option please pay only this amount	\$267.00	
B	COLLEGE COUNCIL OPTIONAL EXTRAS		
	College Year Book		\$20.00
	Year 12 Varsity Jacket		\$100.00
C	COLLEGE COUNCIL VOLUNTARY CHARGES		
	College improvement program – not tax deductible at this time These funds assist the College to continue to improve our facilities and grounds, directly supporting student outcomes	Suggested amount	\$50.00
	Total College Council Voluntary Charges		\$50.00
D	CAMP PROGRAM		
	Year 12 Study Camp – approximate cost. All fees must be paid in full to be eligible to attend		\$300.00
	Total College Council Year 12 Camp Program		\$300.00
F	INSTRUMENTAL MUSIC		
	Instrumental Music Lessons – All students except HAP who receive lessons at the college are required to pay this annual fee		\$300.00
	If you wish to hire an instrument for your child the IMT program can provide you with some contacts to source these externally. Students should consider purchasing their own instrument if they choose to continue with music studies		
H	VET AT OSC (onsite)		
	Certificate II Engineering (includes VET T-shirt)		\$375.00
	Certificate III Sport & Recreation (includes VET T-shirt)		\$375.00
K	VCE UNITS 3 & 4		
	VCE Units 3 & 4 Dance		\$50.00
	VCE Units 3 & 4 Food Studies		\$120.00
	VCE Units 3 & 4 Media		\$60.00
	VCE Units 3 & 4 Music Performance (does not include instrumental music lessons cost) (does include Top Arts)		\$80.00
	VCE Units 3 & 4 Product Design & Technology		\$75.00
	VCE Units 3 & 4 Studio Arts		\$80.00
	VCE Units 3 & 4 Systems Engineering		\$75.00

	VCE Units 3 & 4 Visual Communications Design	\$90.00
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L	VCAL	
	VCAL Year 12 (no camp)	\$200.00

PAYMENT OPTIONS

Officer Secondary College offers a number of payment options for you to take advantage of. For the 2021 college year we will be processing our fees through Compass Course Confirmation module. You will receive a notification when the fees are open for payment, and you will need to read all information and follow the instructions to use this portal for your payment.

We will again offer an Early Bird discount of \$20.00 for each student applicable to the essential charges only as listed in this document. If you wish to take advantage of this offer you will need to make the payment that is listed in Compass no later than the due date, the discount will already be applied. After the Early Bird discount period has passed we will open the portal to allow families to apply for payment plans via Compass. Please follow the prompts, or simply phone our admin staff who can talk you through the process.

It is anticipated that all fees, including electives, will be generated through Compass for the 2021 college year. We will still accept your payment by other methods, but the preferred method will be via Compass. You will be required to complete any agreements and questions regardless of your payment method.

Our other payment methods still apply, should you prefer to make your payment another way. It is important that you communicate this to the admin team, as they will need to process your request internally.

METHOD	DETAILS
CompassPay	This is the preferred method. CompassPay allows you to pay the specific amount according to your payment plan or event/camp, etc. The advantage of using CompassPay is that your payment is allocated directly to the item you have selected to pay, so there is no guesswork for you, or for us when we process your payment.
BPAY	Request a Family Statement from the General Office (03 5942 4000) to obtain your Reference Number & Biller Code. <i>If making a payment via BPAY and you wish for it to be allocated against a particular charge on your family account, please contact the General Office and speak to someone in our Accounts Receivable Department.</i>
Centrepay	If you receive a payment from Centrelink, you can arrange for a nominated amount to be sent to the school from your payment to be allocated against your family account. Please contact our Accounts Receivable Department to complete the form. If using Centrepay for Unit Costs, these must be fully paid by the due date, or will be deemed to be unpaid, which may result in your child being placed into a low/no fee unit.
Debit/Credit Card	You can make your payment directly at the College using our EFTPOS facilities. The minimum charge is \$10.00 to process your payment. Please make yourself aware of due dates for payments to assist your budget.
CSEF (Camps, Sport & Excursion Fund)	If you hold a means-tested concession card or are a temporary foster parent, you may be eligible for CSEF of \$225.00 per year. The allowance is paid directly to the College and can only be used towards expenses relating to camps, excursions or sporting activities for the benefit of the student. The College Council has endorsed that the funds received from CSEF are used to support the cost of your child attending the camp program.
Cash	Pay at the school office during business hours This is our least preferred payment method.

On behalf of the College we thank you for your ongoing support as it enables the College Council to ensure our students continue to receive the best possible educational opportunities.