

# STUDENT FEE INSTALMENT AGREEMENT 2021



Full payment of Material & Services charges for 2021 are due by **9 April 2021** unless this instalment agreement has been completed. All instalments should be finalised by 2 July 2021. If additional time is required please contact the finance department. A separate form needs to be completed for each child.

Student Surname \_\_\_\_\_ Student Given Name \_\_\_\_\_ Year Level \_\_\_\_\_

Parent / Caregiver Name \_\_\_\_\_

Address \_\_\_\_\_ Post Code \_\_\_\_\_

Mobile \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Total amount to be covered under this agreement \$ \_\_\_\_\_

## PAYMENT OPTIONS

**1) Manual Instalments** Allows Parent / Caregiver to pay agreed amount list by instalments up to 2 July 2021.

Amount \$ \_\_\_\_\_ Frequency (please circle one) Weekly / Fortnightly / Monthly

Number of payments \_\_\_\_\_ or  until agreed amount is paid in full.

Starting date \_\_\_\_\_ Ending date \_\_\_\_\_

*I agree to pay the charges listed above by instalments. I understand that failure to complete payments on the dates specified on two consecutive occasions and where the school has notified me, this agreement can be terminated and the debt will be pursued **after July 2 2021**.*

*I understand that this agreement is **ONLY VALID** if it is signed by the Parent/ Caregiver and returned to the Brighton Secondary School Finance officer for processing.*

**2) Automatic Periodic Instalments** Periodic payments can be directly debited from your bank account or credit at your selected intervals. Please complete the [Direct Debit Request \(DDR\)](#). Please note only one banking form is required for all students in one family. It is expected that full payment of this arrangement will be completed **by July 2 2021**.

*I agree to pay the charges listed above by instalments as specified on the attached [direct debt form](#). I understand that failure of my bank to honour the payments two consecutive occasions and where the school has notified me, this agreement will be terminated and the debt will be pursued **after July 2 2021**.*


*I understand that this agreement is **ONLY VALID** if it is signed by the Parent / Caregiver with the attached completed DDR form and returned to the Brighton Secondary School Finance officer for processing.*

Acceptance Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Acceptance Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal / Delegate Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## PAYMENT METHODS

Online	Visit the schools website <a href="http://www.brightonss.sa.edu.au">www.brightonss.sa.edu.au</a> and click on the dollar sign  'Online Payments' and follow the prompts.
Direct Credit	A transfer of funds from your bank account to the school bank account using your <b>STUDENT ID</b> or <b>FAMILY CODE</b> as a reference. BSB: 065-155 Account Number: 1069 2433
In Person	Student Reception: open 8.30am to 3.30pm Monday to Friday PH: 8375 8200 [student services] We accept payment in Cash or Credit/Debit card

