

Payment of Fees 2017/2018

The School recognises the significant financial commitment undertaken by parent's in educating their children at The King's Hospital and offers a number of payment options to assist parent's with fulfilling their financial obligations.

Option 1 – Direct Debit

You will be aware from the School's terms and conditions of entry, which you acknowledged by signing the 'Acceptance Form', that fees are payable by Direct Debit. The Direct Debit option allows for payment to be either 'half yearly' or by '8 instalments'.

'Half Yearly' Instalments are deducted on the 1st August and 1st January each year for the half yearly fees and extras charged on the fee invoice(s).

'8 monthly' instalments splits the basic yearly fee into 8 equal instalments deducted on 1st August to 1st March inclusive. Extras are then included in the August and January direct debits in addition to the basic fee instalment.

Failure to meet the direct debit instalments will result in the remaining outstanding balance becoming due in full immediately and a cancellation of the direct debit facility.

Direct Debit Mandates can be obtained via the School website or by contacting the Finance Department.

The School is unable to provide the direct debit payment option on non-Irish bank accounts.

Option 2 – Yearly Fees in Advance Discount

This discount is applicable where payment of the full yearly basic school fee is received by the first day of term in August. The rate of discount to be applied for the year 2017/2018 is 1.25%.

Extra's and incidental items listed on the fee invoice(s) are not included in this discount and remain due before the first day of term in August and January.

Option 3 – Capital Fees in Advance Discount

This discount is applicable where payment is received of a number of full year's fees in advance. The rate of discount to be applied is set by the Finance Department.

Extra's and incidental items listed on the fee invoice(s) are included in this discount.

Payment of Fees from Overseas Students

E.U. pupil fees are payable half yearly in advance on or before the first day of term in August and January of each year by way of Electronic Funds Transfer to the school bank account (details below).

Non E.U. pupil fees are payable yearly in advance by way of Electronic Funds Transfer to the school bank account (details below).

General Information on Payment of Fees

1. Fee Invoices are issued half yearly in July and December. All school fees are payable in advance and due in full prior to the first day of term in August and January.
2. Payment may be made by direct debit, electronic bank transfer, cash, draft or cheque.
3. Cheques should be made payable to The King's Hospital.
4. Payment by electronic bank transfer to The King's Hospital Bank of Ireland, College Green, Dublin 2. IBAN; IE06 BOFI 9000 1716 3069 52. BIC; BOFI IE 2D (including pupil's full name).
5. Failure to pay fees by the due date may lead to the pupil's removal from the school.
6. At least a full school term's notice must be given prior to the removal of a pupil, in default of which the term's fees will be payable.
7. Any fees not paid in accordance with the direct debit arrangements or outstanding for more than 14 days will incur a monthly surcharge of 1.25%.

Help with Fees

In recognition of the significant financial commitment undertaken by parents the School itself provides numerous financial contributions to assist with the payment of fees (details of which are listed below).

Whilst the below lists the considerable assistance available to parents from both the School and outside sources the responsibility for the payment of fees ultimately lies with the parents. The School expects all parents to contribute to the fee obligations of their children.

The request for assistance from The King's Hospital or outside sources does not negate the responsibility of parents to ensure all fee obligations are met when due.

- a) **The King's Hospital Charter Bursary** – offers significant additional support to boarding pupils who are in receipt of an SEC Grant with an automatic top-up to the SEC Grant (on a sliding scale). The Bursary is reviewed regularly to ensure broadest support for pupils who wish to attend as boarders.
- b) **Entrance Bursaries** – Two bursaries are offered per annum and are carried forward for the duration of studies in the School. Applications are made at the time of the offer of a place and are available to Day pupils only.
- c) **Governors' Bursary Funds** – are available on a discretionary basis, within the limits of available funds, to help families who are experiencing temporary difficulties in fulfilling their financial obligations with regard to their children's fees.
- d) **The King's Hospital Past Pupils' Union Bursary Fund** – was founded particularly to offer support to families whose children are currently attending the school and who may be experiencing temporary financial difficulties.
- e) **Paterson Bursaries** – offered to one or more girls per annum and are carried forward for the duration of studies in the School. These are awarded at entrance on the basis of serious parental need. The same application procedure applies as for the Entrance Bursary.
- f) **Children of Clergy of the Church of Ireland (Canon Gibson Bursary)** – offered to children of Church of Ireland clergy who automatically qualify for a discount which approximates to 33.3% of fees.
- g) **Scholarships** – are awarded annually on the results of the scholarship and entrance examination and are carried forward for the duration of studies in the School.
- h) **Family Discounts** – offered to families where there are two children of the same family concurrently at the school. The second child will qualify for a discount of 5% on the basic yearly fee. A third or fourth child will qualify for a discount of 10% on the basic yearly fee.
- i) **Yearly Fees in Advance Discount** – is offered to families where payment of the full yearly basic school fee is received by the first day of term in August.
- j) **Capital Fees in Advance Discount** – is offered to families where payment is received of a number of full year's fees in advance.

There are also other sources which may provide assistance with school fees. These include:

a) Secondary Education Grants

Families domiciled in the Republic of Ireland, where a child is a member of a Protestant denomination, may qualify for a means-tested grant, which will be paid directly to the school. The size of the grant varies according to means. Application is normally made not later than February in any year for the school year commencing the following September. In the case of new parents the school will normally send out application forms when they become available in October each year.

While parents are asked to make a full disclosure of their financial circumstances, this is confidential to the Grants Committee only. No other person has access to, or sees, this information. A fresh application must be made every year.

Applications should be addressed to "The Secretary, Secondary Education Committee, Church of Ireland House, Church Avenue, Rathmines, Dublin 6". All queries regarding the application should also be addressed to the SEC Office as per the application form.

- b) There are a number of Trust Funds which may also provide assistance with school fees. For example, Protestant Aid, Kirwan House, Presbytery of Munster, POS Education Fund, etc. Each of these associations will have their own set of criteria and parents should liaise with these associations directly in relating to applying for assistance.

We encourage parent's seeking additional assistance from outside sources with payment of their fees to ensure their application is completed in full and returned to the appropriate association in a timely manner. This is to ensure that they have the best possible opportunity of receiving the assistance available to them.

Important Information on School Assistance with Fees

Under exceptional circumstances, alternative payment arrangements and/or the provision of a 'Governor's' or 'The King's Hospital Past Pupil's Union' bursary may be agreed for families experiencing temporary financial difficulties. All such requests are treated in the strictest confidence.

Alternative payment arrangements are only valid when discussed and agreed, in advance of the invoice due date, with the Finance Department and written confirmation of the amended payment schedule and terms have been received.

Anyone wishing to apply for a 'Governor's' or 'The King's Hospital Past Pupil's Union' bursary should complete the 'school bursary fund' form (available from Mrs Carly Lynch, Finance Department on request). The awarding of a 'Governor's' or 'The King's Hospital Past Pupil's Union' bursary is subject to the limits of available funds and does not confer the right of the continuation of this bursary in following year(s).

1. All bursaries and scholarships awarded are contingent on the balance of school fees being paid in full as they fall due.
2. The School reserves the right to rescind any assistance provided if school fees are not paid as due and it is deemed inadequate co-operation has been received from the parents in fulfilling their financial obligations.

Further information regarding the above can be obtained from Mrs Carly Lynch, Finance Department on request.

Finance Department
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Palmerstown
Dublin 20

Telephone: + 353 1 6436534

Email: feeaccounts@thekingshospital.ie

N.B. The above information is provided merely as a guide to parent's on the possible options available to them with respect to assistance in payment of school fees. None of the above information is guaranteed. The information is provided on the express understanding that the school accepts no liability in respect of its contents.