



### **PARENT PAYMENT OPTIONS**

Centrepay, Bpay, Cash, Credit Card, EFT or Cheque payment options are available.

### **PARENT PAYMENT ASSISTANCE OPTIONS**

#### **Consideration of Hardship**

Mansfield Secondary College Principal and school council exercise sensitivity to the differing financial circumstances of students and their families when considering parent payment fees. There are a range of support options available to support and assist parents.

Consideration of hardship arrangements in respect to payment requests is provided to families experiencing long term hardship or short term crisis on a confidential, case by case basis.

Families having difficulties meeting their financial obligations can contact the school's Business Manager, Anna Francis to discuss options: [anna.francis@education.vic.gov.au](mailto:anna.francis@education.vic.gov.au) or on 5775 2022.

Families experiencing hardship can also contact the school's Principal, Timothy Hall to discuss financial support: [timothy.hall@education.vic.gov.au](mailto:timothy.hall@education.vic.gov.au)

#### **Camps, Sports and Excursions Fund (CSEF)**

The Camps, Sports and Excursions Fund provides payments for eligible students to attend various activities: school camps, swimming and school-organised sport programs, outdoor education programs, excursions and incursions.

Parents/students holding a means-tested Health Care Card valid on the first day of Term 1 may be eligible. Foster parents and Veterans Affairs cardholders may also be eligible.

**Year 7** students that are recipients of the CSEF automatically qualify for the State School Relief uniform package.

CSEF and SSR Forms are available from the Front Office. Completed forms, with a copy of your Centrelink Card, should be submitted to the Mansfield Secondary College Front Office.

For further information, please visit: [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

#### **Conveyance Allowance**

If you are an eligible bus traveller and live more than 4.8kms from your closest bus stop, you may be eligible to claim Conveyance Allowance to assist with travel costs.

Forms are available from the Front Office. Applications close late February 2021. Eligible applicants can either be reimbursed by EFT and paid each term, or your conveyance allowance can be credited to your family account.

For more information, go to:

<https://www.education.vic.gov.au/school/teachers/transport/Pages/conveyance.aspx>

#### **Centrepay**

Centrepay is a free, voluntary service for Centrelink customers to pay expenses via regular deductions from their Centrelink payments. Deductions can be started, changed or cancelled at any time to suit the family's circumstances.

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Refer to the Department of Education & Training website for more information, and to the Mansfield Secondary College website for the *Mansfield Secondary College Parent Payment Guide*:  
<https://www.mansfieldsc.vic.edu.au/mansfield-secondary-college/policies-documents-library/college-policies>



### Payment methods

Payment can be made by:

1. **Direct Deposit** to:  
Account Name: Mansfield Secondary College  
BSB: 083 755  
Account No: 515 906 741

Please include your child's SURNAME.

2. If you wish to pay by **credit card**, please complete details below or call the Front Office on 5775 2022.

Name on credit card: \_\_\_\_\_

Mastercard/ Visa number (please circle): \_\_\_\_\_

Expiry date: \_\_\_\_\_ CCV: \_\_\_\_\_

Payment of \$ \_\_\_\_\_ Signed: \_\_\_\_\_

### Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred. Refer to the Mansfield Secondary College Refund Policy: <https://mansfieldsc.vic.edu.au/index.php/mansfield-secondary-college/policies-documents-library/college-policies>