



ST DAVID'S MARIST INANDA

PAYMENT ELECTION FORM

ALEXANDRA CAMPUS

St David's Marist Inanda has three payment options, which grants parents the ability to select a fee payments option that best suits their financial circumstances. All parents are required to complete and return this payment election form for any new pupil. Current parents should complete and return this form only if they wish to change to a different payment option in 2026. Should we not receive a payment election form from you, returning parents option will remain unchanged for 2026.

TERMS AND CONDITIONS

IMPORTANT NOTE:

If you receive this communication and you are not the responsible fee payer, it is your responsibility to ensure that the communication reaches the responsible party.

<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
ANNUAL PAYMENT	Monthly Payment by CREDIT CARD	Monthly Payment by DEBIT ORDER
Annual Tuition fees paid in full for the year, by no later than 22nd January 2026 and A completed DEBIT ORDER and/or a CREDIT CARD FORM - See Annexure DO / CC *Annexure I	11 Equal Monthly Instalments by Credit Card - See Annexure CC	11 Equal Monthly Instalments by Debit Order - See Annexure DO

PAYMENT OPTION

IMPORTANT NOTE:

Non-payment/ late payment of school fees will be considered to be a material breach of the contract between the school and the person[s] responsible for payment of fees and may lead to the termination of the contract of enrolment.

PENALTIES / DEFAULT ARRANGEMENTS

- Where Option 1 or Option 2 is the selected payment option and the terms of the option are not complied with, the school reserves the right to immediately amend the payment option to Option 3
- If a debit order and or credit card transaction is unpaid, the school will process a double debit in the next month. If two or more payments are unpaid consecutively, the school will proceed as outlined later in this document under “General”.
- The school reserves the right to levy an interest charge on overdue and / or unpaid fees.
(at the current bank prime rate plus 5% (five percent), compounded monthly).
- ALL fees must be settled by the last business day of November 2026.
- A sum of R200 will be recovered for each unpaid debit order

Debit order and Credit card processing date options (or closest business day thereto) are as follows (processing commences January 2026):

- 20th of each month
- 25th of each month
- Last business day of each month

Where Option 2 or Option 3 is the selected payment option Fee payments may be accelerated, without discount, under advice to Shaun Sutherland, the School's Head: Business.

GENERAL

- We will raise our tuition fee invoice in line with your chosen payment option.
- Statements will be emailed. In the event of a change of email address please ensure that the Accounts Office is notified as a matter of urgency – fees@stdavids.co.za .
- The school reserves the right to review the readmission of any pupil in respect of whom outstanding monies are due to the school.
- Outstanding fee accounts may be handed over for collection and ALL costs thereto will be for the account of the person[s] responsible for settlement of Fees.

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■ **Sanction for not settling Fee commitment may include (but may not be limited to):**

- Issuing a formal notice to settle all overdue amounts within 7 (seven) days of the date of a formal notification requesting settlement, and
- Issuing a Letter of Demand, and the person[s] responsible will be credit listed, and
- Final termination of the contract - Formal Notice of Contract Termination will be invoked in the event the above does not achieve settlement of the debt, and
- A credit bureau payment profile listing will be initiated, and
- All outstanding debt will be handed over to our attorneys / collection agents for their further attention.

■ **In respect of the boys / your son(s), the sanction may include (but may not be limited to):**

- Non-participation in extramural / cultural events / tours (irrespective if there is a cost associated therewith), and
- Attendance at any other function / event for which a cost may be levied, and
- Termination of the school contract at the end of term immediately following a default, unless in term 3, when termination will occur at the end of the school year.

A full term's notice to the Headmaster, in writing, or the equivalent fee (one third of the annual fee) in lieu thereof is required prior to the withdrawal of a pupil.

- In the event of making payment via EFT / SnapScan for sundry charges, please ensure you quote your son's fee account number on all payments made; this will ensure that payments received are correctly allocated / processed.

IMPORTANT NOTE:

School fee accounts not in good standing at the end of the academic school year (paid up in full OR agreed settlement arrangements with the school, confirmed in writing), may result in your son not being allowed to proceed to the next academic school year. For boys proceeding from grade 10 to grade 11 and to grade 12, this will have a significant impact on their education, and parents are reminded of their obligation to settle their fees before the end of November each year.

FEES

Development Levy

Development levy – R 1156.00

Sundry Charges (3rd Party Charges)

Payment of sundry charges levied, (sports tours, books, excursions, study skills programs etc.) are due in the month charged, and will be recovered by debit order / credit card transaction together with your monthly tuition fee in the months of February, March and April, unless we are advised to the contrary, in which case you will be obliged to settle the extras in the month charged by EFT / SnapScan or Credit Card.

Application fee / Enrolment fee (non-refundable)

- A non-refundable application fee is payable on submission of your admission application. (R300)
- A non-refundable enrolment fee is payable on acceptance of your child into the school.

NOTICES

- Annual fees are Payable on or before 22 January 2026
- Monthly fees are payable via debit order/credit card in line with the date selected
- Debit orders and Card transactions will be processed January 2026 to November 2026
- A non-refundable enrolment fee is payable upon first enrolment.
- Interest on overdue accounts will be levied
- An annual Development Levy is charged per student as a source of funding for capital expenditure and campus improvements. This is charged in January for utilization through the year

IMPORTANT NOTE:

Should the person[s] responsible not be able to comply with the payment terms outlined in this document they must proactively propose an acceptable alternative arrangement to the Chair: Audit & Risk c/o Head: Business via (Tania Guercio - guerciot@stdavids.co.za) in respect of payment of Fees and Additional Amounts.

I acknowledge that I have read and understand the contents above and I agree to these terms and conditions.

Yes	
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ACCEPTANCE OF TERMS AND CONDITIONS

I/we acknowledge that I/we are responsible for the payment of fees.

Full Name		Identity Number	
Full Name		Identity Number	

I/we acknowledge that I/we are responsible for the payment of fees for our son:

Pupil Name:	
Pupil Surname	
Grade:	

I have read and accept the terms and conditions as attached and hereby elect to pay the 2026 FEES on the following basis

Annually (by no later than 22 January 2026 to qualify for the 4% discount)	
Monthly	

I / We further agree that it is incumbent upon me/us to comply with the terms and conditions herein and that any change to the payment option will be undertaken in consultation with Shaun Sutherland, the School's Head: Business.

The school requires this form *(and required attachments including the debit order and / or, credit card authorisation mandate)* to be returned to the school by Friday 31 October 2025.

Please return completed forms to: fees@stdavids.co.za

Failure to do so will impact the school's ability to finalise its year end administration which may, in turn, impact on the 2026 billing and your child[ren]'s 2026 successful enrolment.

We thank you for your cooperation in this regard.

Person (1)

Person (2)

Signature of person [s] responsible

Date

FEE SCHEDULE

SCHEDULE OF FEES 2026 (ALEXANDRA CAMPUS)

	ANNUAL DEVELOPMENT LEVY	DISCOUNTED ANNUAL PAYMENT FEE (4%)	MONTHLY PAYMENT FEE (x 11)
COLLEGE			
Tuition Fees - Grade 8	R1 156	R36 610	R3 467
Tuition Fees - Grade 9	R1 156	R36 610	R3 467
Tuition Fees - Grade 10	R1 156	R36 610	R3 467
Tuition Fees - Grade 11	R1 156	R36 610	R3 467

NOTICES

- A once off non-refundable enrolment fee of R3500 is payable upon enrolment
- Annual Fees are payable on or before 22 January 2026.
- Monthly fees are payable via debit order and credit card in line with the date selected.
- Debit orders and Card transactions will be processed January 2026 to November 2026 (11 payments)
- A compulsory annual Development Levy is charged per student as a source of funding for capital expenditure and campus improvements.
- The levy is billed and payable in January 2026.
- Third Party Costs are billed in February and deducted over 3 months. Please refer to the Third Party Schedule.
- Interest on overdue accounts will be levied.

BANK DETAILS

First National Bank Ltd
Sandton Branch
Account Number: 62938960871
Branch code: 254-605
Reference: 'Fee account number'

ANNEXURE DO – DEBIT ORDER MANDATE

Company Registered Name:	St David's Marist Inanda	Abbrev. Short Name with bank:	SDMIOPS
Registration Number:	PBO 930005537 / NPO 065-468		
Beneficiary's Address:	36 Rivonia Road, Inanda, Sandton, 2196		

AUTHORITY – DEBIT ORDER TRANSACTION

I / We authorise St David's Marist Inanda to process a DEBIT ORDER transaction for an approved amount against my bank account as per the details provided below:

Name of account holder to debit:					
Domicile et executandi: (Address)					
Contact Numbers:	(C)		(W)		
Bank:			Branch Name:		
Branch Code:			Account Number:		
Type of Account:	Current		Savings		Transmission
Debit order date:			Statement Amount:		
School Statement Reference Number:					

I / We hereby authorise St David's Marist Inanda to issue and deliver payment instructions to your banker for collection against my / our abovementioned account at my/our abovementioned bank on condition that the sum of such payment instructions will not differ from my/our obligations as agreed to in the Contract Reference Number. The individual payment instructions so authorised must be issued and delivered on the date when the obligation in terms of the Agreement is due and the amount of each individual payment instruction may not differ as agreed to in terms of the Agreement. The payment instructions so authorised to be issued must carry the Contract Reference Number, included in the said payment instructions, and must be provided to identify the specific contract. The said Contract Reference Number should be added to this form in Section E before the issuing of any payment instruction and communicated directly after having been completed.



Please initial

ANNEXURE CC – CREDIT CARD MANDATE

Company Registered Name:	St David's Marist Inanda	Abbrev. Short Name with bank:	SDMIOPS
Registration Number:	PBO 930005537 / NPO 065-468		
Beneficiary's Address:	36 Rivonia Road, Inanda, Sandton, 2196		

AUTHORITY – CREDIT CARD TRANSACTION

I / We authorise St David's Marist Inanda to process a MANUAL CREDIT CARD transaction for an approved amount against my bank credit card as per the details provided below:

Name of account holder to debit:			
Domicile et executandi: (Address)			
Contact Numbers:	(C)		(W)
Bank:		Expiry Date:	
CVC Number:		Card Number:	
Payment Date:		Statement Amount:	
School Statement Reference Number:			

I / We hereby authorise St David's Marist Inanda to issue and deliver payment instructions to your banker for collection against my / our abovementioned account at my/our abovementioned bank on condition that the sum of such payment instructions will not differ from my/our obligations as agreed to in the Contract Reference Number. The individual payment instructions so authorised must be issued and delivered on the date when the obligation in terms of the Agreement is due and the amount of each individual payment instruction may not differ as agreed to in terms of the Agreement. The payment instructions so authorised to be issued must carry the Contract Reference Number, included in the said payment instructions, and must be provided to identify the specific contract. The said Contract Reference Number should be added to this form in Section E before the issuing of any payment instruction and communicated directly after having been completed.



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If however, the date of the payment instruction falls on a non-processing day (weekend or public holiday) I agree that the payment instruction may be debited against my account on the following business day; or subsequent payment instructions will continue to be delivered in terms of this authority until the obligations in terms of the Agreement have been paid or until this authority is cancelled by me/us by giving you notice in writing of not less than the interval (as indicated in the previous clause) and sent by prepaid registered post or delivered to your address indicated above.

I/We understand that the withdrawals hereby authorised will be processed through a computerised system provided by the South African Banks. I also understand that details of each withdrawal will be printed on my Bank statement. Such must contain a number, which must be included in the said payment instruction and if provided to me should enable me to identify the Agreement.

B. MANDATE

I/We acknowledge that all payment instructions issued by you shall be treated by my/our above-mentioned Bank as if the instructions have been issued by me/us personally.

I/We agree to pay any penalty bank charges relating to this debit order instruction.

D. CANCELLATION

I/We agree that although this Authority and Mandate may be cancelled by me/us, such cancellation will not cancel the Agreement. I/We shall not be entitled to any refund of amounts which you have withdrawn while this Authority was in force if such amounts were legally owing to you.

E. ASSIGNMENT

I/We acknowledge that this Authority may be ceded or assigned to a third party if the Agreement is also ceded or assigned to that third party, but in the absence of such assignment of the Agreement, this Authority and Mandate cannot be assigned to any third party.

I/We have read and acknowledge the terms of the arrangement as detailed herein. I/We request this arrangement remain in force in accordance with the details recorded herein and in compliance with the terms of the arrangement.

Person (1)

Person (2)

Signature/(s)

Date