



SCHEDULE OF FEES AND FINANCIAL SERVICES 2023-2024

OTHER FEE CHARGES

Other fee charges incurred will be charged to the student's account, including but not limited to:

- Textbooks and online resources;
- Musical instrument rentals/purchases;
- Select co-curricular activities and athletic teams (robotics, rowing);
- School store purchases;
- Personal supplies;
- Uniform;
- Transportation services;
- Additional ESL support fee where applicable;
- Health insurance (all International students); and
- After-care services where applicable.

Parents/guardians who are financially responsible for the student and live outside of Canada are required to provide a \$500 deposit on account with the School to cover these extra costs.

International boarding students applying for a Canadian Study Permit or Canadian Study Permit renewal, are required to provide a Notarized Custodianship Declaration as part of the enrolment process. This original document must be provided by your guardian/representative and submitted with your Canadian Study Permit/Student Visa application. A custodian can be a relative or close family friend who lives within a 50 km radius of the Greater Toronto Area. If the student does not have a designated custodian, they must pay a fee to an outside agency. Trafalgar Castle School can recommend different agencies to support international families.

PAYMENT OF FEES

Fees are due and payable as specified under the various payment options outlined on Page 6.

The deposit on enrolment/re-enrolment should be deducted from the first payment of the option selected. Fees are billed 30 days in advance. School fees that are outstanding at the time of billing will be subject to late payment interest charges at a rate of 18% per annum, calculated monthly.

Payment methods include cheque, online banking, interac e-transfer to finance@trafalgarcastle.ca, or wire transfer. Payments may also be made by credit card using request.plastiq.com/pay-trafalgar-castle-school (third-party processor fee will apply).

MONTHLY STATEMENTS

A statement will be forwarded to parents/guardians on a monthly basis. Payment is due upon receipt of the statement. Accounts that are outstanding at the time of billing will be subject to late payment interest charges at a rate of 18% per annum, calculated monthly.

LATE PAYMENTS/OVERDUE ACCOUNTS

Failure to comply with the agreed terms of payment outlined herein may result in the student not being admitted to the School for the subsequent term or Academic Year. In addition, the School may withhold progress updates and reports, access to parent-teacher interviews and limit student participation in some or all co-curricular activities, field trips and boarding life activities when the student account is in arrears. **No student will be permitted to re-enrol until all fees, expenses and interest charges from the previous year are paid in full.**



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MEDICAL REQUIREMENTS AND HEALTH INSURANCE

Under Ontario law all students are required to have the appropriate immunizations prior to entering school. The Medical Officer of Health is required to enforce this regulation. Medical and Health forms must be completed by all students and are to be submitted **prior to arrival**. All Canadian students must be covered by the Ontario Health Insurance Plan and provide evidence of such when requested by Trafalgar Castle School.

International students are required to enrol in the health insurance plan as prescribed by Trafalgar Castle School. The fee for this health insurance plan is approximately \$925 per School year and will be billed to the student's account. This coverage is mandatory for all international students.

INTERNATIONAL STUDENT VISAS AND STUDY PERMITS

All students who are not Canadian citizens or who do not have Permanent Resident status must have a valid Canadian Student Study Permit and/or Student Visa prior to the start of the Academic Year.

In the event that an international student is unable to obtain their Canadian Student Study Permit and/or Student Visa, they must advise the School in writing with supporting documentation to be eligible for the following reimbursement policy:

- Notice prior to May 31 – a full refund, less the application fee and one-time acceptance fee will be issued;
- Notice between June 1 and August 31 - a full refund, less \$3,000 and the one-time acceptance fee will be issued; and
- Notice after September 1 - a full refund less \$5,000 and the one-time acceptance fee will be issued.

FINANCIAL ASSISTANCE PROGRAM

Trafalgar Castle School has a Financial Assistance Program to support families who may require assistance to meet the financial commitment of a Trafalgar education. There is a fixed amount of financial aid available each year and assistance is awarded based on financial need up to a maximum of 40% of the tuition.

Applications for financial assistance should be made at the same time as an application to Trafalgar Castle School. To demonstrate financial need, parents must file an online Financial Aid for Canadian Students (FACS) application through Apple Financial Services. This is a confidential process. The FACS process identifies a family's ability to support educational expenses. A recommendation for assistance is made by Apple Financial and reviewed by the Financial Aid Committee. Please go to applefinancialservices.ca to complete the application. Each year a family is asked to reapply for financial assistance, as their circumstances may vary. Unfortunately not every deserving candidate's requests can be accommodated.



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FINANCIAL ASSISTANCE PROGRAM (cont'd)

Our awards are made between January 1 and March 1, annually. Applications are considered after this date if funds remain available. We strongly recommend you complete your application as early as possible. For more information contact Rhonda Daley, Executive Director, Community Development and Engagement at daley.rhonda@trafalgarcastle.ca.

DISCOUNTS

Trafalgar Castle School offers a 10% discount on the tuition fee (excludes the boarding component) to alumnae daughters, granddaughters, great-granddaughters and to sisters of students currently enrolled in the School.

REFERRAL APPRECIATION

Recognizing the value and importance of student referrals, Trafalgar Castle School has a Referral Appreciation Program. For more information contact Rhonda Daley, Executive Director, Community Development and Engagement at daley.rhonda@trafalgarcastle.ca.

TAX RECEIPTS

Under current Canadian legislation, students under 16 years of age are eligible for childcare expense fee receipts, depending upon residential status. Trafalgar Castle School provides a childcare expense receipt for a portion of fees paid. Receipts are emailed annually from the Finance Office.

Trafalgar recommends that you review your own circumstances with advice from a professional financial adviser before making a claim.

RESPONSIBILITY FOR FEES:

The parents or guardians agree to be financially responsible for all Fees incurred by your student's enrolment for the entire year, and acknowledge that upon Trafalgar Castle School accepting the student for enrolment or re-enrolment, that no refund of any Deposit and/or Fees paid shall be given and such payments shall be forfeited to Trafalgar Castle School and the balance of the Fees for the school year shall become due and payable if the student at any time fails to attend; the student withdraws or is withdrawn by the parents or guardian; or Trafalgar Castle School asks the student to withdraw. The School reserves the right to use synchronous and asynchronous online learning temporarily or indefinitely as part of the whole-class instruction.

Force Majeure: The School is not liable for any costs incurred by parents due to delays or non-performance of obligations pursuant to unforeseen, urgent circumstances.



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Payment Options

All payment of fees should be made payable to Trafalgar Castle School. Payment methods include cheque, online banking, interac e-transfer to finance@trafalgarcastle.ca, or wire transfer. Payments can also be made by credit card using PlastiQ: request.plastiq.com/pay-trafalgar-castle-school (third party processor fee will apply).

The deposit on enrolment/re-enrolment should be deducted from the first payment of the option selected.

Applications received after the payment plan dates must be accompanied by a payment equivalent to the missed payment dates.

Day Students	GRADES 4-6	GRADES 7-8	GRADES 9-12
Option 1 - full payment due April 1, 2023 - less discount applied if paid by April 1, 2023*	27,950 (300)	28,770 (300)	32,030 (300)
Option 1 Total	27,650	28,470	31,730
Option 2 - first instalment due April 1, 2023 - second instalment due August 1, 2023	18,883 9,317	19,430 9,590	21,603 10,677
Option 2 Total	28,200	29,020	32,280
Option 3 - eight (8) monthly instalments due 1st of the month - March 1, 2023 to October 1, 2023	3,525	3,628	4,035
Option 3 Total	28,200	29,024	32,280

* Early payment discount applies ONLY to applicants whose payments are received on or before the early payment due date.

INTERNATIONAL BOARDING STUDENTS	International
Option 1 - full payment due March 1, 2023	75,570
Option 2 - first instalment due March 1, 2023 - second instalment due May 1, 2023 - third instalment due August 1, 2023	38,285 18,893 18,893
Option 2 Total	76,070

DOMESTIC BOARDING STUDENTS	5 Day*	7 Day
*Eligible for Domestic students whose parent(s) live in Ontario.		
Option 1 - full payment due March 1, 2023	62,850	69,070
Option 2 - first instalment due March 1, 2023 - second instalment August 1, 2023	42,400 20,950	46,547 23,023
Option 2 Total	63,350	69,570
Option 3 - seven (7) monthly instalments due 1st of the month - March 1, 2023 to September 1, 2023	9,050	9,939
Option 3 Total	63,350	69,573