Dear Parent /Caregiver,

Enclosed please find documents relating to the Student Resource Scheme for 2017. These forms are standardised throughout state schooling and are explained below.

PARTICIPATION AGREEMENT FORM
This is where you decide whether or not you wish to participate in the scheme. Please ensure that you read the reverse side of the document for a detailed explanation of the conditions of the scheme.

YES, I WISH TO JOIN
1. Complete the table requesting students name/s, year level and participation fee
2. Complete the Parent/Carer details section and sign
3. Complete Payment Arrangement section
4. Complete Payment Method section
5. Return to the Business Services Manager, via
   a. Email: accounts@murrumbassc.eq.edu.au
   b. Fax: 3385 0831
   c. Mail: PO Box 675, Kallangur 4503
   d. In person: Cashier Window Administration Block

NO, I DON'T WISH TO JOIN
1. Complete the table requesting student name/s and year level, but not participation fee section
2. Return to the Business Services Manager, via
   a. Email: accounts@murrumbassc.eq.edu.au
   b. Fax: 3385 0831
   c. Mail: PO Box 675, Kallangur 4503
   d. In person: Cashier Window Administration Block
3. A copy of the resource list you will need to provide is available on request and will also be provided on receipt of the agreement form. Please ensure you have read the terms and conditions of the scheme and agree to abide by them, particularly paragraphs 12 and 36 outlined below.

Points on back of form for your attention:

12. A parent/carer who chooses not to participate in the scheme is responsible for providing the student with all items that would otherwise be provided to the student by the scheme as detailed on the Year Level Requirements List and/or Subject Requirements List, to enable the student to engage with the curriculum

36. As the scheme operates for the benefit of participating parents/carers and is funded solely from participation fees, resources provided by the scheme will not be issued to students whose parents/carers choose not to participate in the scheme

Regards

Paul Pengelly
Principal
Whilst the cost of providing instruction, administration and facilities for the education of a student at a state school is met by the State, a parent is directly responsible for providing the student with textbooks and other resources for a student's use while attending school. The Student Resource Scheme is separate to and distinct from a request for a voluntary financial contribution. Assistance is provided in the form of a Textbook and Resource Allowance which is paid once a calendar year through the school. This is to offset the fees associated with participation in the school's Student Resource Scheme. Current allowance rates are available from http://education.qld.gov.au/finance/grants/fund/garp/html/par-stu.html.

As a service to assist parents with the cost of these educational resources, Murrumba State Secondary College has chosen to operate a Student Resource Scheme (the Scheme). The purpose of the Scheme is to provide parents with a cost effective alternative to purchasing textbooks, resources, consumables and/or materials from elsewhere, through reduced prices gained from the College’s bulk purchasing processes.

| Student Contribution | $265 plus the Govt. Text Allowance of $266 (Actual value for 2017 resources $3147.25). A list for 2017 will be available upon request from College Administration late in term 4 or on our website in 2017 |

A Student Resource Scheme enables a parent to enter into written agreement with the College that, in return for payment of a specified annual participation fee, provides for the participating student's temporary use of prescribed textbooks and other resources and/or for the purchase by the parent of consumables and materials for the student's use. Participation in the Scheme is voluntary, and no obligation is placed on a parent to participate. A parent's decision to participate is based on consideration of the value afforded by the Scheme. The MSSC Scheme provides excellent value for money. A comprehensive list of what the Student Resource Scheme participation fee provides for your child is available from the College Administration Building.

A parent who does not wish to join the Scheme is responsible for providing the student with the items on this list that would otherwise have been provided to the student by the Scheme to enable the student to engage with the curriculum.

Please ensure you have read the full terms and conditions relating to the Student Resource Scheme located on the back of this page. All parents and carers are required to complete the relevant section (both participants and non-participants) indicating your preference. Participants of the Student Resource Scheme are required to fulfil their full financial obligations.

Why Pay 2017 Student Resource Scheme Fees before January 2017?

We ask for all parents and carers to pay fees before the start of 2017 so that student learning materials and books may be purchased early and discounts secured through early payment and bulk ordering. All students will then have the opportunity of accessing their resources when they commence the school year.

Please find attached-
- Student Resource Scheme Participation Agreement form
- High Resource Subject Specific Fees matrix
- College Fees and Charges planning matrix
Payment Options as outlined on Participation Agreement Form

**OPTION 1:** Payment of Student Resource Scheme fee in full by 15 September 2017

**OPTION 2:** Payment of Student Resource Scheme contributions in instalments
Payment due dates:
- 1st Instalment: $90 of Student Resource Scheme by 25 November 2016
- 2nd Instalment: $85 of Student Resource Scheme by 3 March 2017
- 3rd Instalment: $90 of Student Resource Scheme by 25 May 2017

**OPTION 3:** Centrelink deduction. This is voluntary and will not cost you anything to join. Payment amounts and payment periods are negotiated between yourself and the College. Parents and carers choosing this option are asked to contact the Business Services Manager in the College administration building to complete the required authorisation forms by 25 November 2016.

**OPTION 4:** Make an appointment with the Business Services Manager by 25 November 2016 to negotiate a payment plan of regular payments.

Payment Method as outlined on Participation Agreement Form

**METHOD 1:** Cash or EFTPOS. This option requires payment in person at the Finance Office.

**METHOD 2:** Internet Banking. Payments must be made according to the dates outlined in your selected Payment Option above. Bank Details are on the bottom of page 1 of the Participation Agreement Form. Please ensure you follow the reference instructions on the Participation Agreement Form - Reference/Details: Please record “Student Number” and SRS in the reference/details section so that your payment can be recorded correctly. If insufficient details are supplied, payments will be applied to the oldest debt for that family.

**METHOD 3:** Credit Card. Please complete the details on the Participation Agreement Form

**METHOD 4:** BPoint - details on your invoice

**METHOD 5:** CentrePay - To arrange regular deductions from your Centrelink payment. Centrepay is a voluntary payment option available to Centrelink customers. Go to humanservices.gov.au/Centrepay for more information.

Emails should be sent to accounts@murrumbassc.eq.edu.au (this email goes directly to our accounts department only).

Financial Difficulty
Anyone experiencing financial difficulty at this time and wishing to pay the Student Resource Scheme over an extended period of time are asked to visit the Business Services Manager in the College Administration building or phone the College on 3490 3222 and arrange a time to speak with the Business Services Manager.

The Murrumba State Secondary College Student Resource Scheme is endorsed by the Parents & Citizens. If you choose not to join the Murrumba State Secondary College Student Resource Scheme, you will be required to provide the list resources throughout the year for your child. This list is available upon request from the College Administration Building.

**NB:** Does not include High Resource Subject Fees see attached Matrix
## COLLEGE FEES AND CHARGES PLANNING MATRIX

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<thead>
<tr>
<th>FEES AND CHARGES</th>
<th>FEE $</th>
<th>Calculation $</th>
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<tbody>
<tr>
<td>STUDENT RESOURCE SCHEME PARTICIPATION FEE out of pocket expense</td>
<td>265.00</td>
<td>265.00</td>
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<tr>
<td>HIGH RESOURCE SUBJECT FEES – SEE ATTACHED MATRIX AND INCLUDE THESE IF</td>
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<td></td>
</tr>
<tr>
<td>• INSTRUMENT MUSIC INSTRUMENT HIRE</td>
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<tr>
<td>• INSTRUMENTAL MUSIC PROGRAM</td>
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<tr>
<td>• REPLACEMENT ID CARDS</td>
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<tr>
<td>TOTAL CURRICULUM FEES AND CHARGES</td>
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<td>TOTAL ADDITIONAL CHARGES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL $</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DOES NOT INCLUDE USER-PAY CHARGES THAT OCCUR THROUGHOUT THE YEAR**

*e.g.: SCHOOL SPORTS, EXCURSIONS, TRIPS AND CAMPS etc.*