



## **PAYMENT OPTIONS**

Please note that annual, termly and monthly payment options ARE NOT inclusive of Compulsory Standard Charges and Optional Costs. These additional costs will be added to the tuition account as and when incurred and are payable to the school monthly on presentation of the monthly statement. If no statement is received, the onus rests on the parents to enquire with the Accounts Department about the amount due.

## **APPLICATION FOR ADMISSION**

### ➤ **APPLICATION FEE**

An amount of R700-00 per application is payable.

### ➤ **NON-REFUNDABLE ENROLMENT FEE**

Upon acceptance of a pupil, a non-refundable Enrolment Fee is payable before a pupil may be admitted to the school and Boarding Facility. The non-refundable Enrolment Fee is **NOT** part of the tuition and/or boarding fee.

### ➤ **The Enrolment Fee is currently set at:**

|                    | <b>Enrolment 2027</b> | <b>Enrolment 2028</b> |
|--------------------|-----------------------|-----------------------|
| Grade 00 to 0      | R30,710               | R32,500               |
| Grade 1 to Grade 6 | R38,150               | R40,500               |
| Grade 7            | R43,550               | R46,160               |
| Grade 8            | R58,210               | R61,700               |
| Boarding           | R34,240               | R36,300               |

If a girl enters St Mary's DSG or boarding in Grade 9, 10, 11 or 12 for the first time, a payment of the non-refundable Enrolment fee would only be required according to the following % per grade to be entered:

|          |      |
|----------|------|
| Grade 9  | 80 % |
| Grade 10 | 60 % |
| Grade 11 | 40 % |
| Grade 12 | 20 % |

To signify acceptance of a place offered at St Mary's DSG, parents will be required to pay a minimum of 50% of the non-refundable Enrolment Fee by June 30<sup>th</sup> of the previous year. The balance thereof must be paid by August 31<sup>st</sup> in the year prior to entering. Parents are, however, encouraged to pay the full amount by June 30<sup>th</sup> where possible.

*When she believes in herself... she will fly*

Tel: (012) 366 0500 | 186 Duxbury Road Hillcrest Pretoria | [www.stmarysdsg.com](http://www.stmarysdsg.com)



| FEE SCHEDULE 2027                       |                  |                   |                                                    |                                                     |                                                    |               |                                         |                                         |
|-----------------------------------------|------------------|-------------------|----------------------------------------------------|-----------------------------------------------------|----------------------------------------------------|---------------|-----------------------------------------|-----------------------------------------|
|                                         |                  | Annual Fees ( R ) |                                                    |                                                     |                                                    | Termly        | Monthly                                 | Monthly                                 |
|                                         |                  | Annual Fee        | Full payment received on or before 31 October 2026 | Full payment received on or before 11 December 2026 | Full payment received on or before 15 January 2027 | Fees per term | Fees per month (over a 12 month period) | Fees per month (over a 10 month period) |
| <b>JUNIOR SCHOOL (tuition only)</b>     |                  |                   |                                                    |                                                     |                                                    |               |                                         |                                         |
| <b>Grade 00</b>                         | Tuition          | 85,100            | 79,994                                             | 81,271                                              | 82,122                                             | 28,360        | 7,092                                   | N/A                                     |
| <b>Grade 0</b>                          | Tuition          | 104,820           | 98,531                                             | 100,103                                             | 101,151                                            | 34,940        | 8,735                                   | N/A                                     |
| <b>Grade 1 – 3</b>                      | Tuition          | 127,440           | 119,794                                            | 121,705                                             | 122,980                                            | 42,480        | 10,620                                  | N/A                                     |
| <b>Grade 4 – 6</b>                      | Tuition          | 141,750           | 133,245                                            | 135,371                                             | 136,789                                            | 47,250        | 11,813                                  | N/A                                     |
| <b>Grade 7</b>                          | Tuition          | 163,230           | 153,436                                            | 155,885                                             | 157,517                                            | 54,410        | 13,603                                  | N/A                                     |
| <b>SENIOR SCHOOL (tuition only)</b>     |                  |                   |                                                    |                                                     |                                                    |               |                                         |                                         |
| <b>Grade 8 – 9</b>                      | Tuition          | 188,640           | 177,322                                            | 180,151                                             | 182,038                                            | 62,880        | 15,720                                  | N/A                                     |
| <b>Grade 10 - 11</b>                    | Tuition          | 205,160           | 192,850                                            | 195,928                                             | 197,979                                            | 68,385        | 17,097                                  | N/A                                     |
| <b>Grade 12</b>                         | Tuition          | 205,160           | 192,850                                            | 195,928                                             | 197,979                                            | 68,385        | N/A                                     | 20,516                                  |
| <b>BOARDING (not including tuition)</b> |                  |                   |                                                    |                                                     |                                                    |               |                                         |                                         |
| <b>Grade 5 – 7</b>                      | Boarding Fee     | 154,650           | 145,371                                            | 147,691                                             | 149,237                                            | 51,550        | 12,888                                  | N/A                                     |
| <b>Grade 8 – 11</b>                     | Boarding Fee     | 170,520           | 160,289                                            | 162,847                                             | 164,552                                            | 56,840        | 14,210                                  | N/A                                     |
| <b>Grade 12</b>                         | Boarding Fee     | 170,520           | 160,289                                            | 162,847                                             | 164,552                                            | 56,840        | N/A                                     | 17,052                                  |
| <b>DEVELOPMENT LEVY</b>                 |                  |                   |                                                    |                                                     |                                                    |               |                                         |                                         |
| <b>Grade 00 – 11</b>                    | Development Levy | 3690              | 3690                                               | 3690                                                | 3690                                               | 1 230         | 308                                     | N/A                                     |
| <b>Grade 12</b>                         | Development Levy | 3690              | 3690                                               | 3690                                                | 3690                                               | 1 230         | N/A                                     | 369                                     |

Please note the following:

1. Termly payments are payable in advance, on or before the first day of each term.
2. **The monthly payment option is only available to South African Identity Document holders and only to parents who sign a debit order. No EFT payments will be accepted for monthly instalments.** The first payment from the debit order will fall due on **2 January 2027**.
3. St Mary's DSG reserves the right to restrict admission of any student in respect of whom monies due to the school are outstanding from 2025. All outstanding debt must be settled before 31 December 2025.
4. The sibling discount schedule is available on request.
5. **A full term's notice of withdrawal of a student from the school is required in writing, on the first day of term, or fees in lieu of notice will be charged for the following term. This does not apply to the final term of Grade 12 students, but does apply at any other time, including the final term of Grade 7 and when leaving the Boarding facility.**
6. All notice of withdrawals for 2027 must be submitted as per point 5, failure to do so, will result in a term's notice being charged.
7. An account will be deemed to be in arrears if the full amount due, as per the statement, has not been paid on the due date, and interest will be charged at prevailing bank rates.
8. All payments received will be applied firstly to interest, fees in lieu of notice, sundry charges and then outstanding tuition and boarding fees.

**Please complete the Payment Option Form on page 6 and 7 and submit them to the Accounts office before 16 October 2026. ([debtorssnr@stmarys.pta.school.za](mailto:debtorssnr@stmarys.pta.school.za))**

## **Compulsory Charges**

- **Parents' Association:** An amount of R200 per term to be charged per family at the beginning of each term.
- **Annual camp:** Charges will depend on the nature of the camp and will be charged as these camps occur.
- **International students:** The bank charges for all payments received by the school from banking institutions outside the Republic of South Africa will be charged to the student's account.
- **IEB Levy:** An amount for **Grade 12 Exams** is payable on the first day of school at an estimated R10,394 per student. This will be charged to the January 2026 accounts to confirm the correct amount due and payable (Grade 12 only).
- **Textbooks / stationery:** Refer to the stationery list per grade for further information.
- **Other:** Laptops (Gr 8-12 estimated price R16,000); iPad (Gr5-7 estimated price R12,000)
- **Grade 7 place-holder deposit**

A deposit of **R 10 000** is required to secure your daughter's placement in the Grade 8 2028 academic year. This amount must be paid by 31 March 2027. The amount will be credited to your Grade 8 2028 school fee account. As there is a high demand for spaces in our Senior School, this deposit confirms your commitment and enables us to plan effectively for the year ahead. Late withdrawals create challenges for the school, as they often result in us having to turn away other families whose daughters would have thrived within our ethos and values. We therefore kindly request that the deposit be paid within the stipulated timeframe to ensure your daughter's place is secured.

  - If your daughter does not take up her place in Grade 8, the deposit will unfortunately be non-refundable.
  - If she continues into Grade 8 at St Mary's DSG 2028, the deposit will be credited to her school account in March 2028.
- **Immigrant French for Junior School students**

Immigrant French, for Junior School students who qualify for immigrant status and are exempt from the First Additional Language requirements, will be charged at an additional fee for these families. Fee to be announced.
- **School Magazine** R300-00

## **Optional charges**

Dependent on additional options chosen by you and your daughter, extras will be charged to your account as they occur and are payable at the end of each month.

Please note that once an account has fallen into arrears with amounts owing for 30 days or older, the school will not allow any additional charges to the school account.

➤ **DSG Foundation**

Information regarding any donations to the Foundation is available from the accounts office.

➤ **Daygirl lunches** – R4,110 per term

Please note that cooked lunches are charged per term, not on a daily or weekly basis.

➤ **Aftercare**

Aftercare supervision will continue at no additional cost until the school's extracurricular programme ends, after which parents can enrol their daughters in Aftercare and the following fee structure will apply:

|            |                                         |                                                        |
|------------|-----------------------------------------|--------------------------------------------------------|
| Grade 00-0 | From 14:00 to 18:00<br>Monday to Friday | R 6,590 per term<br>R190 per day for ad hoc attendance |
| Grade 1-3  | From 15:30 to 18:00<br>Monday to Friday | R 5,350 per term<br>R130 per day for ad hoc attendance |
| Grade 4-6  | From 16:00 to 18:00<br>Monday to Friday | R 4,130 per term<br>R100 per day for ad hoc attendance |

All girls in Grade 00-7 will be enrolled in Aftercare if not collected within 15 minutes of the scheduled start time.

A penalty charge of R350 per hour or part thereof will be payable for any time spent after the official hours, which end at 18h00.

➤ **Temporary boarding**

Temporary boarding for daygirls, subject to availability, is offered at the cost of R990.00 per night. Temporary boarding in Junior School will only be available, subject to availability, for day scholars from Grade 5 to Grade 7.

➤ **Insurance**

All students are covered for school-related medical emergencies. Fee Remission Insurance is an **optional** insurance and is charged if requested by the parents at the beginning of each term. Application forms will be available upon request from the Admissions Secretary.

➤ **Sundry charges**

These charges include outings, tours, transport for boarders, lost/damaged library books, etc.

➤ **Alumnae subscription – Grade 12 only**

R530 for life-long membership.

➤ **Extramural music tuition**

The charge for **extramural theory** will be billed to the school account and the amount for 2027 is:

One (1) music theory lesson per week R370 per month.

**Hire of Music instruments** – please contact the Performing Arts Centre at ([pac@stmarys.pta.school.za](mailto:pac@stmarys.pta.school.za))

**Practical lessons** are charged directly to the parents by the music teachers. Accounts will be invoiced monthly and are directly payable to the teacher's personal bank account. All fees are due and payable upfront, any cancellation requires a full term's notice, the day that **Term 1** starts notice for end of Term 1; **Term 2** starts notice for end of Term 2; **Term 3** starts notice for end of Term 3. Without the required notice for the term, the parents remain liable to the music teacher, as stipulated in your contract for the full upcoming terms fees.

The extramural fees for practical lessons are available from the music department. Please contact the Performing Arts Centre at ([pac@stmarys.pta.school.za](mailto:pac@stmarys.pta.school.za)) for a copy of the 2027 fee schedule and contracts.

## PAYMENT OPTIONS 2027

In order to confirm your payment option for 2026, please complete the form and submit it to the Account's Office before **16 October 2027**. [debtorsnr@stmarys.pta.school.za](mailto:debtorsnr@stmarys.pta.school.za)

NAME OF STUDENT ..... GRADE .....

### CONTACT DETAILS

|                | Parent 1 | Parent 2 | Guardian |
|----------------|----------|----------|----------|
| Name:          |          |          |          |
| Surname:       |          |          |          |
| Address*:      |          |          |          |
| Tel no work:   |          |          |          |
| Tel no home:   |          |          |          |
| Cell phone no: |          |          |          |
| Email address: |          |          |          |

**\*This address is the domicilium citandi et executandi (the address nominated by the parties above where legal notices may be sent)**

### A. PAYMENT OPTIONS

Select one of the payment options and complete the applicable section. Please note that annual, termly and monthly payment options ARE NOT inclusive of Compulsory Standard Charges and Optional Costs. These additional costs will be added to the tuition account as and when incurred and are payable to the school on a monthly basis.

1. ☐ **Annual payment**

- 1.1 ☐ R..... payable before 31 October 2026\* **or**  
1.2 ☐ R..... payable before 11 December 2026\* **or**  
1.3 ☐ R..... payable before 15 January 2027\*

***\*(Should the 31<sup>st</sup> of October, 10<sup>th</sup> of December or 15<sup>th</sup> of January happen to fall on a public holiday or Sunday, payments should be made before this date or proof of payment will be required to confirm that payment was made on the 31<sup>st</sup> of October, 11<sup>th</sup> of December or 15<sup>th</sup> of January)***

2. ☐ **Termly payment** R..... payable in advance before the first day of each term **or**

3. ☐ **Monthly Payments (The monthly payment option is only available to South African Identity Document holders and only to parents who sign the attached Debit Order Instruction)**

#### Debit Order (please complete attached Debit Order form)

☐ The sum of R..... (amount in words) .....,

**or**

☐ The full amount as per monthly statement.

#### To be drawn against my account on the:

**or** ☐ 1<sup>ST</sup> day of each and every month commencing on 1 January 2027 until 1 December 2027,

☐ 15<sup>th</sup> day of each and every month commencing on 15 January 2027 until 15 December 2027,

**or**

☐ 25<sup>th</sup> day of each and every month commencing on 25 January 2027 until 25 December 2027.

A credit card facility is available. All cash payments should be made directly into our bank account:

**St Mary's DSG, Standard Bank, Hatfield Branch, Code: 011545, Acc No: 011 974 281**

\_\_\_\_\_  
**Signature: Parent/Guardian**

\_\_\_\_\_  
**Date**

**DEBIT ORDER INSTRUCTION TO ST MARY'S DIOCESAN SCHOOL FOR GIRLS PRETORIA**

[debtorssnr@stmarys.pta.school.za](mailto:debtorssnr@stmarys.pta.school.za)

Parent Name \_\_\_\_\_

Tel no \_\_\_\_\_

Student \_\_\_\_\_

The details of my/our bank account are as follows:

ACCOUNT NAME .....

BANK .....

BRANCH NAME AND TOWN .....

BRANCH NUMBER 

|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|

ACCOUNT NUMBER 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

TYPE OF ACCOUNT CURRENT(CHEQUE)/SAVINGS/TRANSMISSION  
(Delete where not applicable)

I/We hereby request and authorise you to draw against my/our account with the abovementioned bank (or any other bank or branch to which I/we transfer my/our account)

☐

the sum of R.....(amount in words).....,

or

☐

The full amount as per monthly statement.

the amount necessary for the payment of the monthly instalment due in respect of the abovementioned agreement on

☐

1<sup>ST</sup> day of each and every month commencing on 1 January 2027 until 1 December 2027.

or

☐

15<sup>th</sup> day of each and every month commencing on 15 January 2027 until 15 December 2027.

or

☐

25<sup>th</sup> day of each and every month commencing on 25 January 2027 until 26 December 2027.

All such withdrawals from my/our bank account by you shall be treated as though they had been signed by me/us personally.

I/We understand that the withdrawals hereby authorised will be processed by computer through a system known as the ABC Magnetic Tape Service, and I also understand that details of each withdrawal will be printed on my bank statement.

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

This authority may be cancelled by me/us by giving you thirty days' notice in writing, but I/we understand that I/we shall not be entitled to any refunds of amounts which you have written while this authority was in force if such amounts were legally owing to you.

Receipt of this instruction by you shall be regarded as receipt thereof by my/our bank (whichever it is or will be)

Signed at.....on.....this.....day of ..... 20.....

.....  
Signature as used for signing cheques

.....  
ASSISTED BY  
(Where legally necessary)

.....  
CAPACITY