



Founded 1914

**WPPPS**

WESTERN PROVINCE  
PREPARATORY SCHOOL

49 Newlands Road Claremont 7708 Cape Town  
Telephone: 021 761 8074 Fax: 021 762 6120

E-mail: secretary@wpps.org.za  
Website: www.wpps.org.za

20 October 2017

## 2018 SCHOOL FEES – PAYMENT OPTIONS

1. Parents are given three options with regard to the payment of tuition fees:

<b>Option 1</b>	<b>Termly</b>	Tuition fees are due for payment ten days after the start of a school term
<b>Option 2</b>	<b>Annually</b>	Tuition fees <u>must</u> be paid by 31 January 2018 <b>NB. Late annual fees will revert to <i>option 1</i></b>
<b>Option 3</b>	<b>Monthly</b>	Tuition fees for <b>Grade N – Grade 6</b> are paid over a <b>10-month</b> period (February - November), each payment falling due on the first day of each month. Tuition fees for <b>Grade 7</b> are paid over an <b>8-month</b> period (February - September), each payment falling due on the first day of each month. <b>Please note that this option is only available to parents enrolled at the school at the beginning of the academic year. Parents may not change to or from this option during the academic year.</b> Should you select this option, please complete a debit order form which is available on the schools website. For existing debit order payees – please note that a <b>new debit order form must be completed.</b>

2. Payment method options:

- Electronic Funds Transfer (EFT) into school's bank account at:  
**Bank: First National Bank**  
**Branch: Claremont, 215 Main Road, Claremont**  
**Branch Code: 200109**  
**Account Number: 50152664890**  
**Swift Code: FIRZAJJ**  
**Reference: Your account number or boy name & surname**
- Cheque payable to **Western Province Preparatory School**
- Credit Card / Debit Card (at Newlands Road school office)

3. Other fee information

- Charges for extras, i.e. stationery, outings, camps, tours, etc., are invoiced in arrears per term and must be settled with the tuition fees.
- Electives charged to school fee accounts are Aftercare, Art Club, Lunch (excluding boarders), music and pupil support. These are invoiced in arrears per term and must be settled with the tuition fees.
- Overdue fees and charges will attract a surcharge at the prevailing prime overdraft rate +3%
- The school requires written notice of **one full term** of the intention to withdraw a pupil; otherwise one term's fees are due in lieu of notice.



WESTERN PROVINCE PREPARATORY SCHOOL  
MEMBER OF THE INDEPENDENT SCHOOLS  
ASSOCIATION OF SOUTHERN AFRICA

**WPPS SCHOOL FEES PAYMENT OPTION 2018 REPLY SLIP**

**ONLY RETURN FORM IF YOU ARE SELECTING ANNUALLY OR MONTHLY**

Please return via email to [dreyer@wpps.org.za](mailto:dreyer@wpps.org.za) or fax to 021-762 6120 or hand deliver to Eden Road/Newlands Road Admin Offices by **Friday, 17 November 2017**.

**NB. IF FORM NOT RETURNED BY THE DUE DATE IT WOULD BE ASSUMED THAT YOUR OPTION CHOICE IS TERMLY, WHICH IS OUR DEFAULT OPTION.**

Name of Parent/Guardian: \_\_\_\_\_

Please Select Option:

<b>Option 1</b>	<b>Termly</b>
<b>Option 2</b>	<b>Annually</b>
<b>Option 3</b>	<b>Monthly</b>

Option 3 (Monthly) requires you to complete a debit order form.

Name of Boy: \_\_\_\_\_ 2018 Grade \_\_\_\_\_

Name of Boy: \_\_\_\_\_ 2018 Grade \_\_\_\_\_

Name of Boy: \_\_\_\_\_ 2018 Grade \_\_\_\_\_

Name of Boy: \_\_\_\_\_ 2018 Grade \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Date: \_\_\_\_\_