



**RUYTON**

**RUYTON GIRLS' SCHOOL**

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ABN 86 004 162 261  
CRICOS 00336J

1 May 2024

Dear Parents and Guardians,

**Subject: Important Reminder - Changes to Billing Timing for 2025**

I write to remind parents regarding the timing of Billing Cycle for 2025 as per the letter sent to all parents and guardians from the President of the Board in October last year.

The changes form part of our ongoing efforts to improve administrative efficiency and better align with the academic calendar.

**Changes to Billing Commencing October 2024 for 2025**

Starting from October 2024, we will adjust the timing of our fee billing to match our four-term academic year more closely. Here are the key details:

**Four Equal Instalments:**

Fees for the 2025 school year will be billed in four equal instalments, each coinciding with the start of a school term. The specific billing months will be October 2024, February 2025, May 2025, and August 2025. The first bill in October 2024 will cover Term 1 of 2025.

**Transparent Compulsory Program Fees:**

Alongside tuition fees, the costs associated with compulsory programs (such as camps) will be clearly itemised on fee billing statements. These fees will be payable in four instalments or billed in the specific month as indicated on the updated fee schedule.

These changes are intended to provide greater clarity and convenience by synchronising our billing with the school terms and improve manageability for families across the year.

Non-compulsory camps and optional co-curricular activities/programs will continue to be payable via Clipboard and will not appear on the fee billing statement.



## Edstart

The School introduced Edstart in 2023 to offer more flexibility in managing school fees. This service allows scheduling of payments weekly, fortnightly, or monthly, according to what best fits your family's needs. For more information on how to utilise Edstart, please visit <https://edstart.com.au/ruyton>.

## Support for Families

We understand that any change can require an adjustment period, and we are here to support you through this transition. If you have any questions or concerns regarding the new billing process, please feel free to reach out to our Business Office at [accounts@ruyton.vic.edu.au](mailto:accounts@ruyton.vic.edu.au).

Thank you for your understanding and support as we transition to this new billing cycle.

Yours sincerely,



Mr Timothy Rowler  
Director of Business