Thank you for your interest in enrolling your children at MECS. Through the enrolment process we hope to get to know your family and gain an understanding of what you know and believe about Christian education, what is motivating you to consider MECS, and to gain an insight into your children and their educational requirements.

Choosing the right school for your children’s education is extremely important. We trust that by this stage, you have thoroughly investigated the type of school MECS is by reading through the Focus on Identity booklet, and other information, included in the enquiry pack. This information can also be found on our website www.mecs.vic.edu.au under About MECS - FAQs.

We also hope that you’ve had the chance to visit the school either at an Open Day or for a tour. If you have not had a tour please contact our Registrar (03 9738 6000) to arrange a suitable time.

Throughout this process it is essential that we gain a full picture of your children and their educational requirements including academic, behavioural, social, physical, emotional and any educational support needs. We ask that you fully inform us, and where applicable, provide a copy of any supporting documentation such as medical, psychological or academic assessment reports, including previous school reports and NAPLAN results. Applications will not be processed until all documentation is received.

For your information, the MECS tuition fees are outlined on the back of this brochure.

### The Process

Once your application is received with all required documentation (see right), it will be processed according to the MECS enrolment policy. Not all applications received will result in an enrolment position. Priority for placements will be given to Christian families, and siblings of children already attending. Enrolment acceptance is at the absolute discretion of the Principal, acting in accordance with the enrolment policy.

In most situations, applications will be processed 2 years prior to the entry year, and your placement may not be confirmed or declined until 1-2 years prior to entry year.

We will contact you by phone, email or letter to advise you of the outcome of your application:

1. Your family will be invited to attend an enrolment interview, or
2. Your children’s names will be placed onto the applications list, to be processed 2 years prior to entry year, or
3. Your children’s names will be placed on the waiting list for the relevant classes, or
4. Your application will be declined. It is the policy of the school to not provide reasons if an enrolment application is declined.

Applications that are successful and result in the offer of an enrolment position are secured by the payment of a Family Bond ($500) at the time of acceptance. The bond is refundable at the conclusion of your child/ren’s education at MECS (subject to conditions - see Focus on Identity booklet).

### Additional Documentation

Please attach copies of these documents to your application (where applicable):

- Letter from a Pastor/Senior Church Leader who can testify for your Christian faith (pastoral reference)
- Birth Certificate (or extract)
- Immunisation Certificate
- NAPLAN results
- Most recent School Reports (at least 2 reports)
- Documents relating to Educational Support needs
- Visa Documentation

If you have any questions regarding the enrolment process, please contact our Registrar via the office, 03 9738 6000.
2016 Fees

The tuition fees at Mount Evelyn Christian School include all excursions, incursions, camps and administration costs. Student stationery, school photos, schoolwear and textbooks are additional costs.

**KINDERGARTEN** per annum

- 3 Year Old program (5 hours per week) $1600 ($400 per term)
- 4 Year Old program (16 1/4 hours per week) $2100 ($525 per term)

**PRIMARY** (Foundation – Year 6) per annum

- Foundation $3,430
- Primary - first child $5,740
- Primary - second child $4,300
- Primary - third & subsequent child $3,430

**SECONDARY** (Years 7 - 9) per annum

- Middle School - first child $7,590
- Middle School - second child $5,670
- Middle School - third & subsequent child $4,540

**SECONDARY** (Years 10 - 12) per annum

- Senior School - first child $8,490
- Senior School - second child $6,380
- Senior School - third & subsequent child $5,100

**Maximum Fee: Foundation to Year 12**

The maximum fee that Foundation - Year 12 families will pay p.a. is $16,100.

Kindergarten fees are not included in the maximum fee amount.

**Fees for the following year**

Fees are determined by the MECS Board in October of each year. Fees generally increase with the EPI (Education Price Index), approximately 5% p.a.