

2025 Schedule of Fees



Enrolment Fees (non-refundable)

Application Fee	\$100	Per child
Capital Entry Fee	\$1,700	Per family, on acceptance of Cycle 1, 2 and 3
CMS Membership	\$120	Per family, per year (pro-rata from 1 July) for Cycle 1, 2 and 3

Infant Community (Long Day Care)

CCS eligible program. Minimum of 2-day enrolment. Open Monday to Friday. Closed during end of year shutdown, pupil free days and public holidays. Daily fees are charged for public holidays. Includes meals, nappies and incursions.

18 months to 3-year-old

	Hours	Daily Rate
Daily Session	7:30am-6:00pm	\$167
Late Pick Up Fee	6:00pm-6:10pm	\$50
Late Pick Up Fee	After 6:10pm	\$100

Cycle 1

5-day enrolment on Monday to Friday during school term only. Closed for pupil free days and public holidays.

Pre-Kinder (3-year-old to Preschool age)

Hours	Annual Tuition	Tuition Per Term	Annual Activity Levy
8:30am-12:00pm	\$14,499	\$3,624.75	\$420

Kinder (Kindergarten age to 6-year-old)

Hours	Annual Tuition	Tuition Per Term	Annual Activity Levy
8:30am-3:00pm	\$14,499	\$3,624.75	\$420

Cycle 1 – Early Extended Day (optional)

CCS eligible program. Optional extension to morning session. 5-day enrolment on Monday to Friday during school term only. Daily fees are charged for public holidays.

Pre-Kinder (3-year-old to Preschool age)

Hours	Daily Rate
12:00pm-3:00pm	\$42

Cycle 2 and Cycle 3

Monday to Friday during school term only. Closed for pupil free days and public holidays

6-year-old to 12-year-old

Hours	Annual Tuition	Tuition Per Term	Annual Activity Levy
8:30am-3:00pm	\$12,245	\$3,061.25	\$420

Out of Hours School Care

Breakfast Club and Gumnut

CCS eligible program. Monday to Friday during school term only. Closed for pupil free days and public holidays.

	Hours	Daily Rate
Breakfast Club	7:30am-8:30am	\$18
Gumnut	3:00pm-6:00pm	\$37
Late Pick Up Fee	6:00pm-6:10pm	\$50
Late Pick Up Fee	After 6:10pm	\$100

School Holiday Program

CCS eligible program. Monday to Friday during school holidays. Closed during end of year shutdown, pupil free days and public holidays

	Hours	Daily Rate
Daily Fee	7:30am-6:00pm	\$126
Late Pick Up	6:00pm-6:10pm	\$50
Late Pick Up	After 6:10pm	\$100

Discounts

Sibling – 2 nd	15%	Off 2 nd child's tuition (cycle 1, 2 or 3)
Sibling – 3 rd and subsequent	20%	Off 3 rd and subsequent child's tuition (cycle 1, 2 or 3)
Year in Advance	5%	Must be paid before 31 January
Staff Discount	25%	On tuition fees only (after sibling discounts have been applied)

Annual Voluntary Donations

Building Fund	\$460 per family	Tax deductible, used to improve facilities
Bursary Fund	\$200 per student	Used to assist families in financial hardship

Administration Charges

Late Payment Fee	\$165	Per Term
Direct Debit Declined Fee	\$55	Per declined transaction

NB: Interest may be charged

Important information

Activity Levy

The Activity Levy is charged per term and covers incursions, excursions and coach delivered sports. Cycle 3 camp is charged separately.

CMS Membership

CMS Membership is charged once per year, per family and is required for Cycles 1, 2 and 3. This grants the member voting rights. Membership is charged at 50% for the first year if new students are enrolled after 1 July.

Split Families

Separate invoicing can be arranged for split families. Please contact accounts@cms.act.edu.au to discuss your specific needs.

Payment Terms

Tuition Fees are invoiced in advance. For families not on a direct debit arrangement, fees are due by the end of Week 1 of each term. Late fees will be charged for overdue invoices, and interest may be applied. Non-payment may be referred to a debt collection agency. Please see our [fee policy](#) for more information.

Financial Hardship

If you are in financial hardship, please contact business.manager@cms.act.edu.au.

Direct Debit Arrangements – School Fees

Direct debits can be paid weekly, fortnightly, monthly or termly. Please contact accounts@cms.act.edu.au to enter into a payment arrangement.

Direct Debit Arrangements – Infant Community, EED and OHSC Programs

Payment methods and schedules can be set up via your [Parent Portal](#) or by contacting accounts@cms.act.edu.au

Billing Systems

CCS eligible programs are set up on a separate platform to tuition fees. If you access any CCS eligible programs, you will receive two separate payment requests and may have two different direct debits in place.

Notice of Withdrawal – Infant Community

CMS requires 4 weeks' notice for withdrawal from our Infant Community Rooms. Please note that your child must attend their final day to receive CCS.

Notice of Withdrawal – Cycle 1, 2 and 3

CMS requires one full school term's notice in writing prior to withdrawal from our school community. Please note that if your child attends EED, they are required to attend on their final day to receive CCS.

Sibling Discounts

Sibling discount applies to children concurrently attending Cycle 1, Cycle 2 or Cycle 3.

CCS (Childcare Subsidy) Eligible Programs

CCS eligible programs are invoiced in two-week blocks.

For eligible families, CCS will be paid directly to CMS and will reduce daily charges. You must provide CMS with the CRNs of both the child and the CCS claiming guardian.

Please visit [Services Australia](#) to check your eligibility and for more information on how to apply.

Bank Account Details

Canberra Montessori Society Inc

BSB: 032 729

Acc: 288 690

Please use your FAMKEY as the reference