



Dear Parents and Students,

## TIMOR LESTE

Congratulations on your placement to the Timor Leste Immersion for 2019. Deposits are required to secure your placement on the Xavier Catholic College Immersion. We request a deposit of \$500 to be paid by Monday, 17<sup>th</sup> December 2018.

We require full payment by Monday, 17<sup>th</sup> June 2019. If you need to withdraw from the Immersion the first \$600 is non-refundable. If there is an unforeseen circumstance it may be possible to seek a refund through insurance.

After the initial deposit has been paid, we provide three payment options.

- Fortnightly payments made via direct deposit
- Monthly payments
- Lump Sum payment (due March 1, 2019)

<b>FORTNIGHT</b> Amount	Start date	End Date
\$500 deposit + \$300 every fortnight (10 fortnightly payments = \$3500 ) + Final payment TBC (0-\$200)	17 <sup>th</sup> Dec 2018 - \$500 11 <sup>th</sup> Feb 2019 - \$300 deposit - then every fortnight	Monday, 17 <sup>th</sup> June 2019

<b>MONTHLY</b> Amount	Payment Total
Monday, 17 <sup>th</sup> December 2018 - Initial Deposit	\$500
Monday, 11 <sup>th</sup> February 2019	\$1000
Monday, 8 <sup>th</sup> April 2019	\$1000
Monday, 13 <sup>th</sup> May 2019	\$1000
Monday, 17 <sup>th</sup> June 2019	\$TBC (up to \$200)

The College Business Manager, Paulette McCosker has asked that you **do not** use BPay with your school reference as the money would then go towards your school fees. Our preference is to pay via direct deposit. If you have any questions regarding payments, please contact the College Bursar.

Bank: National Australia Bank (NAB)  
Account holder : Xavier Catholic College  
BSB: 082-522  
Account number : 473978981  
Reference: Timor, Surname

For all other questions, please contact one of the 2019 Immersion staff: Mrs Clare Axman or Mrs Leanne Broadley.

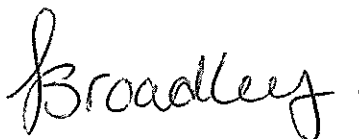
Please complete the application documentation and submit this to the College office by Monday, 17<sup>th</sup> December 2018 with your deposit. Medical forms will be due in July 2019.

We look forward to working with your child in the coming months leading up to the Immersion Experience.

Kind Regards



Mrs Clare Axman  
Immersion Leader 2019



Mrs Leanne Broadley  
Immersion Coordinator