



UNIVERSITY  
HIGH SCHOOL

# The University High School

## Year 12 Parent Contributions 2026





5 November 2025

Dear Parents and Carers,

University High School is looking forward to another great year of teaching and learning and would like to advise you of the school's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard Victorian curriculum, and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students.

Within University High this support has allowed us to enhance a range of programs and areas, including a vibrant sporting and co-curricular program, in addition to items and equipment for Art/Tech, Science, PE and other learning areas. This includes whole year-level incursions and excursions; online textbooks for Mathematics, Languages and other learning areas; trial exams and external markers to support our VCE students; guest speakers, professional writing workshops and publication of student work; additional student wellbeing personnel and programs; a wide range of student clubs; additional resources to support students' literacy and numeracy learning; and the continuous updating of digital technology and equipment in our Art/Technology and Music classes. The quality of our students' learning and experiences on display in our exhibitions and performances, our newsletter and yearbook, and our daily activities, are the outcome of this generous support from our families.

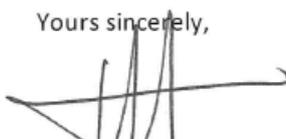
Your donations to our Building and Library Funds have enabled upgrades to facilities including student bathrooms; air conditioning to classrooms in the 300 level of the North Building; the installation of further CCTV; the construction of a dedicated Careers office space; and have allowed us to maintain an extensive, contemporary physical and digital library collection, including access to high-quality research databases usually beyond the scope of a school library.

The University High School Council want to thank you for all your support. So many parents in 2025 have made contributions according to their family's means, whether financial or through volunteering time and skills, or both. This has made a huge difference to our school and the programs we can offer.

For further information on the Department's Parent Payments Policy please see a one-page overview attached. This year, the School Saving Bonus also provides families with additional support in meeting the costs of the start of school year. You will find information about using these funds in this pack.

Thank you again for your ongoing support of our school.

Yours sincerely,



Nick Scott  
Principal



Ben Jensen  
School Council President



# Year 12 Contributions 2026

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Curriculum:</b></p> <ul style="list-style-type: none"> <li>English (stationary/general material for booklets, book covers, posters, making picture book, framework booklet, trial exams)</li> <li>Maths (Compass, digital textbooks, trial exams, ruler, A4 exercise book, protractor, glue stick, scissors, graph/lined paper, plastic sleeves)</li> <li>PE &amp; Health (classroom consumables, resources, materials, equipment, trial exams)</li> <li>Science (Stile X Booklet, dissections, PPE, laboratory supplies)</li> <li>Art &amp; Technology (media equipment, design materials, laser cutting/3D printing, paper clay, feathers, wire, cutters, wood working, paint, canvas)</li> <li>Humanities (trial exams, texters, posters, tracing/graph paper, markers)</li> <li>Languages (trial exams, classroom consumables, resources, materials)</li> <li>Performing Arts (classroom consumables, musicianship booklet printing, monologue material, specialist technical equipment)</li> <li>Extended Investigation (posters, symposium, classroom materials)</li> </ul> <p><b>Student Resources:</b></p> <ul style="list-style-type: none"> <li>Student ID</li> <li>Library Services &amp; Resources</li> <li>Photocopying credit to student accounts</li> <li>Provision &amp; maintenance of school computers &amp; digital devices</li> <li>Maintenance of school server</li> <li>Unlimited internet</li> </ul> <p><b>Whole school events:</b></p> <ul style="list-style-type: none"> <li>Athletics carnival</li> <li>Swimming carnival</li> </ul> <p><b>Technology Support &amp; ICT Services</b></p>	\$627.00
<b>Total Curriculum Contributions</b>	<b>\$627.00</b>
Suggested Curriculum Contributions for VET	Amount
<p><b>Suggested VET Students ONLY</b> - Course Contributions. This is a suggested voluntary contribution to assist in covering the specific cost of external VET course fees for VET students only (This will be created separately via Compass Course Confirmation)</p>	<b>\$500.00</b>
<p><b>Outdoor Education Program</b> - includes Camp fee</p>	<b>\$750.00</b>
Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> <li>Interschool Sport Program - buses, umpires, venue hire, First Aid</li> <li>Student and parent communication tools (Compass, Newsletter)</li> <li>Enhanced wellbeing support - additional staff &amp; programs</li> <li>School grounds maintenance and improvements</li> <li>First Aid equipment</li> <li>Lockers/locker maintenance</li> </ul>	\$283.00
<b>Total other Contributions</b>	<b>\$283.00</b>



# Year 12 Contributions 2026

Tax deductible contributions	Suggested Donations
<b>Building fund:</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	<b>\$300.00</b>
<b>Library Fund:</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	<b>\$150.00</b>



**Extra-Curricular Items and Activities – provided on a user-pays basis**

The University High School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis. They include optional excursions and camps, optional sporting or music programs, and materials that don't relate to the Curriculum. If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school. Please note that financial assistance is available for all these items - enquire at the front office.

We provide an opportunity for all students to attend to camp. Students will experience the outdoor environment and build resilience, incorporating key learning opportunities related to the curriculum. Families eligible for the Camps, Sports + Excursions Fund (CSEF) may use this funding.

Extra-Curricular Items and Activities	Amount
<i>Annual School Magazine - Essence. Printed hardcopy to keep</i>	<b>\$15.00</b>
<i>Graduation Ceremony - Students tickets</i>	<b>\$20.00</b>
<i>Year 12 Year Book</i>	<b>\$10.00</b>
<i>Instrumental Music Lessons</i>	<b>Pricing provided with music enrolment information</b>

**Note: The cost of additional extra curriculum items and activities (eg. excursions) will be advised throughout the year via Compass events.**

Sports Field Redevelopment Fund Donation	
<p>Our school's sports field has been the heart of countless memories. After years of use, our field is in need of major redevelopment to ensure it remains a safe, inclusive, and inspiring space for all our students.</p> <p>We are launching the Sports Field Redevelopment Fund to transform our grounds into a modern, high-quality facility that supports both current and future students.</p> <p><b>Your donation – big or small – will make a lasting difference. Together, we can create a space that encourages healthy living, builds confidence, and strengthens our school community.</b></p>	<p>Suggested Donations any amount (Not Tax Deductable)</p>



## Educational items for students to own:

Below is a list of items that the school recommends you purchase for your child to individually own and use.

- **Campion** - Booklist (textbooks & stationary)
- **Edrolo** - digital texts
- **Laptop** - see BYOD information for details



## Financial Support for Families

The University High School understands that some families may experience financial difficulty and offers a range of support options, including:

- **CSEF (Camps Sports and Excursions Fund)** - provided by DE and is automatically paid to family accounts. Applications via school. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. Special consideration eligibility category also exists. CSEF payments will be processed directly to schools with majority of payments to commence from March 2026 onwards. Please visit: <https://www.vic.gov.au/camps-sports-and-excursions-fund>
- **Payment plans** - Option for contribution payments in instalments see page 9. If you wish to discuss further, contact Business Manager on 9347 2022 or email Ohlu Wickramaratna - [ohlu.wickramaratna@education.vic.gov.au](mailto:ohlu.wickramaratna@education.vic.gov.au) or Erin Rathnasekara (Assistant Business Manager) - [erin.rathnasekara@education.vic.gov.au](mailto:erin.rathnasekara@education.vic.gov.au)
- **State Schools Relief**- External Agency Support is available from organisations such as State School Relief. Please visit: <https://stateschoolsrelief.org.au/>
- **Additional School Financial Support** - If you would like to apply for this support, please complete this form by clicking the link [HERE](#). School staff will get in touch with you.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Ohlu Wickramaratna, Business Manager on 9347 2022 or via email [ohlu.wickramaratna@education.vic.gov.au](mailto:ohlu.wickramaratna@education.vic.gov.au)

For further information regarding the Department's Financial Help for Families Policy see: [Financial Help for Families: Policy | education.vic.gov.au](https://www.education.vic.gov.au/financial-help-for-families-policy)



## Payment Methods

- Compass Pay
- Pay in Contributions (instalment payments)
- BPAY
- Credit Card/EFTPOS/Cash

**The preferred method of payment is via Compass Pay.**  
Payments can be made at the Front Office by Cash/Card.

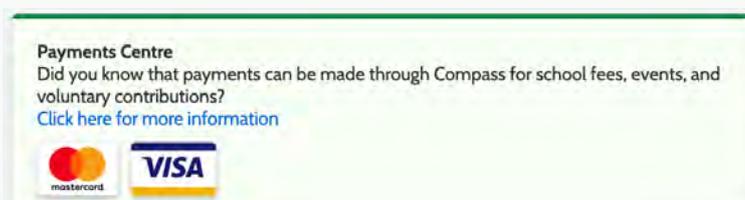


## How to make payments on Compass

**Step 1:** Log into your Parent Compass Portal [unihigh-vic.compass.education](https://unihigh-vic.compass.education) using your Parent Compass Username and Password.

**Step 2:** On your Compass Homepage, you will see **Payments Centre** click on **"Click here for more information"**.

**Step 3:** Follow the Compass prompts and instructions to make the payment. You will have option to Pay in Full or Pay in Contributions. Please click on the drop-down menu if you select to Pay in Contributions.



**Please refer to the Compass Newsfeed for our Compass Billing Payment Guide if you need further assistance.**



## Building & Library Fund

Donations to the Building Fund help support the school's building and grounds improvements. With our school's historic facilities, there is an ongoing need to renovate and upgrade spaces to ensure they are comfortable and contemporary. Whilst we can only undertake major renovations.

Your donations to our Building and Library Funds have enabled upgrades to facilities including student bathrooms; air conditioning to classrooms in the 300 level of the North Building; the installation of further CCTV; the construction of a dedicated Careers office space; and have allowed us to maintain an extensive, contemporary physical and digital library collection, including access to high-quality research databases usually beyond the scope of a school library.

Donations to the Library Fund support the provision of high-quality international research databases and ebook subscription services for our Library, well beyond the scope of an ordinary School Library.

Every donation makes a difference.



PLEASE ONLY COMPLETE THIS PAGE IF PAYING BY CREDIT CARD  
RETURN TO THE FRONT OFFICE OR EMAIL  
university.hs@education.vic.gov.au  
If you pay via Compass Pay you DO NOT need to return this form to us.

**THE UNIVERSITY HIGH SCHOOL**  
**YEAR 12 2026**  
**CONTRIBUTION FORM**

Student Full Name \_\_\_\_\_

Student Home Group \_\_\_\_\_

Category	(Please Tick)	Amount	Contribution Amount
Curriculum Contributions	<input type="checkbox"/>	\$627.00	\$
Other Contributions	<input type="checkbox"/>	\$283.00	\$
<b>Extra-Curricular Items &amp; Activities</b>			
Annual School Magazine - Essence	<input type="checkbox"/>	\$15.00	\$
Graduation Ceremony	<input type="checkbox"/>	\$20.00	\$
Year 12 Year Book	<input type="checkbox"/>	\$10.00	\$
<b>TOTAL</b>			<b>\$</b>

Tax-Deductible Contributions – Suggested Donations. (Please Tick)	Contribution Amount
Building Fund <input type="checkbox"/>	\$300 \$
Library Fund <input type="checkbox"/>	\$150 \$
<b>TOTAL</b>	<b>\$</b>

Sports Field Redevelopment Fund Donation	Contribution Amount
Sports Field Redevelopment Fund	\$

**Credit Card Payment**

Please complete if making payments by  VISA  MASTERCARD

I hereby authorise The University High School to debit my account for the above total amount.

Card Number \_\_\_\_\_

Name on Card \_\_\_\_\_ Expiry Date \_\_\_\_\_

Signature \_\_\_\_\_ Phone Number \_\_\_\_\_

**Options for Pay in Contribution (instalments), please see page 9/10.**



### Refunds - Excursions, Camps and Instrumental Music

All Camps, excursions and incursions are fully self-funded. On site activities and incursions at the school will not be refunded in the case of absence or withdrawal. One day excursions will not be refunded in the case of absence or withdrawal.

- Camps – Students withdrawing from Camp will not automatically be entitled to a refund. In the case of illness or withdrawal, there may be a chance of a partial refund where the Principal or Principal's delegate deems the student's withdrawal was unavoidable. Proof of the reason for withdrawal may be requested in such circumstances.
- Students are covered by VMIA Insurance for the camp and any refund requests must be applied for through VMIA.
- To be eligible to make a claim we require a medical practitioner to certify that the attendance of the Insured Person is necessary for the health or treatment of that person (e.g. medical certificate).
- Tax Deductible Donations are unable to be refunded once an official tax-deductible receipt has been issued.
- Instrumental Music - Where a family has requested a refund for any part of the Instrumental Music levy, consideration will first be given to the costs incurred by the school in planning and arranging Instrumental Music Instruction and the cost of any non-returnable items provided to the student.

**To discuss further please contact our Business Manager,  
Ohlu Wickramaratna on 9347 2022.**





**PAY IN CONTRIBUTION OPTIONS - SELECT ONE OPTION ONLY**

Student Full Name \_\_\_\_\_

Student Home Group \_\_\_\_\_

Option 1  
(Half Yearly)

Date of Deduction: February 16th, July 20th

Option 1 – Contribution in 2 instalments	Full Amount	Half Yearly Amount	Amount
Curriculum Contributions	\$627.00	<input type="checkbox"/> \$313.50	\$
Other Contributions	\$283.00	<input type="checkbox"/> \$141.50	\$
<b>Total: \$910.00</b>		<b>Total: \$455.00</b>	<b>\$</b>

Option 2  
(Quarterly)

Date of Deduction: February 16th, April 16th, July 16th, October 16th

Option 2 – Contribution in 4 instalments	Full Amount	Quarterly Amount	Amount
Curriculum Contributions	\$627.00	<input type="checkbox"/> \$156.75	\$
Other Contributions	\$283.00	<input type="checkbox"/> \$70.75	\$
<b>Total: \$910.00</b>		<b>Total: \$227.50</b>	<b>\$</b>

Option 3  
(Monthly)

Date of Deduction: 16th of every month (January to October)

Option 3 – Contribution in 10 instalments	Full Amount	Monthly Amount	Amount
Curriculum Contributions	\$627.00	<input type="checkbox"/> \$62.70	\$
Other Contributions	\$283.00	<input type="checkbox"/> \$28.30	\$
<b>Total: \$910.00</b>		<b>Total: \$91.00</b>	<b>\$</b>



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THE UNIVERSITY HIGH SCHOOL  
YEAR 12 2026

**PAY IN CONTRIBUTION OPTIONS**

**Credit Card Payment**

Please complete if making payments by

VISA

MASTERCARD

I hereby authorise The University High School to debit my account for the above total amount.

**Card Number** \_\_\_\_\_

**Name on Card** \_\_\_\_\_

**Expiry Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

Curriculum Contributions	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.