



FEES AND PAYMENT POLICY

Current as of October 2026

SECTION 1: Fee Schedule, Discounts and Benefits

1.1 Private Lessons (1-on-1)

Private lessons are priced flexibly. The rates below are ranges, and your exact rate depends on year level, subject, tutor, lesson schedule, and tutor availability and demand. Prospero Academy will confirm your exact private lesson rate before your free first lesson.

Year Level	Price Per Lesson
Senior (Years 11–12)	\$65–\$85
Junior (Years K–10)	\$55–\$75

Term fees for private lessons are not fixed. They depend on your lesson schedule and are confirmed together with your rate.

1.2 Classes (Max 8 Students)

Year Level	Price Per Lesson	Total
Senior (Years 11–12)	\$65.00	\$650.00
Junior (Years K–10)	\$55.00	\$550.00

Totals reflect a standard ten-lesson term. Class fees are fixed and are not affected by the flexible pricing that applies to private lessons.

1.3 How Private Lesson Rates Are Set and Confirmed

Private lessons are priced above Classes because your tutor's full attention goes to your student. Your exact rate depends on year level, subject, tutor, schedule, and tutor availability and demand. Prospero Academy will confirm your exact rate before your free first lesson takes place, and you are not required to commit to anything until after that lesson (see Section 3).

1.4 Goods and Services Tax

All fees listed in this policy are inclusive of 10% Goods and Services Tax (GST). Prospero Academy collects and remits GST in accordance with applicable Australian taxation laws.

1.5 Multi-Subject and Sibling Discounts

Prospero Academy offers discounts for students enrolled in multiple subjects and for families with multiple enrolled siblings. Only one discount may be applied at any time. Where a student is eligible for both a multi-subject discount and a sibling discount, the higher of the two applicable discounts will be applied. Discounts are assessed and applied at the beginning of each term when relevant.

Number of Subjects	Discount (% of total price)
2	5%
3+	10%

Number of Siblings	Discount (% of total price)
2	5%
3+	10%

1.6 Referral Program

When a current student refers a new student who goes on to enrol, the referring student will receive one free complimentary lesson applied to their next scheduled lesson in the relevant subject.

This benefit is available once per unique referral and is non-transferable. It cannot be redeemed as a cash refund. Prospero Academy reserves the right to decline referral benefits where the referral is found to be ineligible or fraudulent.

SECTION 2: Payment Terms

2.1 When Payment is Due

Full payment of the term invoice is required before a student attends their first enrolled lesson. A student is considered "enrolled" once they have proceeded beyond the trial period described in Section 3.

Failure to pay prior to the commencement of the first enrolled lesson will result in a late fee of **AUD \$10.00** being added to the outstanding invoice. If payment is not received within 7 days of a follow-up notice from Prospero Academy, without acceptable reason which must be communicated in advance, enrolment may be suspended or terminated.

2.2 Accepted Payment Methods

Details of accepted payment methods are provided at the time of enrolment. Parents and guardians are responsible for ensuring payment is directed to the correct account. Prospero Academy accepts no liability for funds transferred to an incorrect account by the payer.

2.3 Enrolment Agreement

Submission of payment constitutes the student's and guardian's acceptance of all terms set out in this document. No separate signature is required for these terms to be binding.

SECTION 3: Trial Period

3.1 Eligibility

Students who have not previously attended Prospero Academy are entitled to attend their first lesson on a trial basis, at no upfront cost. The trial applies per subject.

3.2 Proceeding to Enrolment

If a student chooses not to continue after the trial, no charge applies. If a student continues attending beyond the trial lesson, the full term fee - inclusive of those trial lessons - becomes payable. Payment is due prior to the third lesson.

SECTION 4: Cancellations & Missed Lessons

4.1 24 Hour Cancellation Policy

Students or guardians must notify Prospero Academy of any cancellation or request to reschedule at least 24 hours before the scheduled lesson start time.

- **Cancellation with 24+ hours' notice:** No charge. The lesson may be rescheduled or a makeup option arranged (see clause 4.3).
- **Cancellation with less than 24 hours' notice:** A cancellation fee equal to 50% of the applicable lesson fee will be charged. This policy applies regardless of the reason for cancellation, except in exceptional circumstances determined solely at the discretion of Prospero Academy.

4.2 No-Shows

A student who does not attend a lesson and provides no prior notice will be charged the full lesson fee. No makeup or refund will be issued in these circumstances.

4.3 Makeup Options

Where a lesson is cancelled with sufficient notice (per clause 4.1), students may be eligible for one of the following, subject to availability:

- A rescheduled makeup lesson;
- Live streaming of the equivalent class through our online portal; or
- Access to a lesson recording and accompanying digital materials.

Makeup options are provided at Prospero Academy's discretion and are subject to availability. They are not guaranteed in all circumstances.

4.4 Tutor-Initiated Cancellations

In the event that Prospero Academy cancels a scheduled lesson, affected students will receive either a rescheduled lesson or a pro-rata refund. Families will be notified promptly and the resolution method will be communicated directly.

SECTION 5: Refund Policy

5.1 Non-Refundable Circumstances

Refunds will not be issued in the following circumstances:

- Student-initiated absences where less than 24 hours' notice was provided;
- No-shows;
- Payment sent to an incorrect bank account by the payer;
- Enrolment terminated due to a breach of Prospero Academy's Student Code of Conduct.

5.2 Discretionary Refunds

Refund requests arising from exceptional medical or personal circumstances will be considered on a case-by-case basis at Prospero Academy's sole discretion. Requests must be submitted in writing to admin@prosperoacademy.com.

SECTION 6: Course Materials

6.1 Access to Resources

Students will be provided with course materials from the lesson at which their enrolment commences. Prospero Academy is not obligated to supply materials from lessons held prior to a student's enrolment date.

6.2 Supplementary Materials

Additional resources and content booklets are available for purchase separately. Pricing is available upon request at admin@prosperoacademy.com.

SECTION 7: General Provisions

7.1 Amendments to this Policy

Prospero Academy may update these terms at any time. Enrolled students/guardians will be given no less than 30 days' written notice of any material change. Continued enrolment following the notice period constitutes acceptance of the revised terms.

7.2 Governing Law

These terms are governed by the laws of New South Wales, Australia. Any disputes will be subject to the exclusive jurisdiction of the courts of that state or territory.

7.3 Right to Modify Services

Prospero Academy reserves the right to adjust class schedules, lesson durations, tutors, or curriculum content at any time. Where significant changes are made, reasonable notice will be provided to affected families.

7.4 Privacy

Personal information collected during enrolment is used solely for the purposes of delivering our educational services, including scheduling, invoicing, and academic communication. Information is not shared with third parties except where necessary to deliver those services or as required by law.

Acknowledgement of Terms

By enrolling at Prospero Academy — whether through payment of a term invoice or attendance during a trial period — the student and their parent or guardian confirm that they have read and understood this policy in full and agree to be bound by its terms.

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