Nunawading Christian College
Bus Information Letter

Dear Parents & Guardians,

Important information relating to 2027 Bus Services. Please note the following if you are intending to use the bus service in 2027.

1. **2027 Application Due Date**

   Reminder that each family, both new families and existing bus families, **must** fill in a 2027 application form **by 20 November 2026** - 2027 APPLICATION
   This allows the opportunity for you to reassess your travel requirements and to read and agree to the Terms & Conditions of using the school bus service, as stated in the application form linked.

2. **2027 - Change to Invoicing**

   Term 1 2027 invoices will be emailed to you in mid-January.

   Payment due date for Term 1 is **Thursday 4th February 2027.**

3. **Terms 2, 3 and 4 Invoices**

   These invoices will be sent out in the second half of each Term, and payment will be due the second last week of Term.

   2027 due dates are:
   Term 2 - 18 March
   Term 3 - 10 June
   Term 4 - 9 September

4. **Changes to Travel Schedule**

   Please notify us of any changes to your travel requirements regarding your Bus pick up/drop off schedule **no later than 4 weeks before the end of Term.** Changes made after invoices have been sent out will result in the $50 Admin fee being charged (as per the agreement outlined in the Application form).

5. **Late Payment Fee**

   As with school fees, bus fees paid after the due date will incur a late payment fee ($20). Please ensure that your bus fees are paid by the due date on your invoice.

   Late notification of changes (as mentioned above) to your bus schedule after the ‘cut-off date’ for notification will attract a $50 Admin Fee.

   Reminders of due dates and the cut-off date will be communicated as needed.

6. **Contacting Bus Accounts**

   Email: bus@nunawading.vic.edu.au for any questions or change requests.

   Please allow a few days for a response, as the Bus Accounts team members work part time and will respond as soon as they can.

   Kind regards,
   NCC Bus Administration