



We have the following suggestions to make for paying the Programme Fees. Please check through the options and then pay online, or send a cheque (payable to Spiritual Growth Ministries Trust), or arrange automatic payment through your bank.

For New Zealand resident participants who cannot pay the full fee, a subsidy of \$500 is available from Spiritual Growth Ministries through the support of the Christian community in Aotearoa. To apply for a subsidised fee please request the 'Application for Fee Subsidy' form from the [Administrator](#). You will be asked to write a letter to SGM outlining your situation and stating the level of fees you can manage.

Administrator: Joanne Garton
36 Buller Crescent, Manurewa,
Auckland 2102

Email: admin@sgm.org.nz
Ph: 0064 09 267 5957

First Year Fees Payment – \$3,620 (All figures have GST included)

Note: Year One fees include the course fee of \$2,995, and costs of \$625 for Kohanga Ako/Residential Week (not including linen hire and special dietary costs). Payment options are outlined below.

<p>Option 1: Pay the full first year fee of \$3,620 before: 31 January 2020</p>	<p>Or Option 2: Pay \$3,620 in three instalments of \$1,207 before: January 31st 2020 March 29th 2020 May 31st 2020</p>	<p>Or Option 3: Pay \$3,620 by 12 monthly automatic payments of \$301.70 starting in January 2020. Final (12th) payment would be made in Dec 2020.</p>
<p>... or pro rata subsidised amounts where these have been approved ...</p>		
<p>Account Name: Spiritual Growth Ministries Trust</p>		<p>Account Number: 03 0166 0198782 00</p>

Policies re Refunds and Additional Payments

Please note these policies. While they may seem irrelevant now, they are important.

Refunds

If notice of withdrawal is received **in writing** by the Formation Programme Coordinator **before** March 1st, the fees paid for that year will be refunded less \$100 costs.

If notice of withdrawal is received **in writing** by the Formation Programme Coordinator between March 1st and June 1st, the fees paid for that year will be refunded less \$500 costs.

Fees will not be refunded for withdrawals after June 1st. **Where fees are being paid by automatic payments continuing payments for the outstanding portion of fees is required.**

Extension – Year 3 and beyond

A fee of up to 15% of the full fee is payable if a participant needs to extend his or her written or practical work beyond 31 March of their third year. The exact amount is set by the Coordinator and Assistant Coordinator, and is due on April 1st of the third year. This fee will also apply in subsequent years in which a participant chooses actively to continue in the Formation Programme.