



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: Adrienne Bruce
P.O.Box 33
Dannevirke 4942

Email: admin@sgm.org.nz
Ph: 0064 21 432768

Second Year Fees Payment - \$3,050

Note: this does not include the cost of end of the Year Two Creativity and Spirituality Training Weekend estimated at \$300.00 and will be charged separately).

Payment options are outlined below.

<p>Option 1: Pay the full second year fee of \$3,050 before: 31 January 2021</p>	<p>Or Option 2: Pay \$3,050 in three instalments of \$1,017 before: January 31st 2021 March 29th 2021 May 31st 2021</p>	<p>Or Option 3: Pay \$3,050 by 12 monthly automatic payments of \$254 starting in January 2021. Final (12th) payment would be made in Dec 2021.</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 Co-ordinator and Assistant Co-ordinator 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.