



Pushkin Lyceum

LANGUAGE CULTURE FAMILY HERITAGE

www.pushkinlyceum.org.au  'pushkin lyceum' facebook
admin@pushkinlyceum.org



Information Booklet Year 2024 Fees and Other Important Information

PLEASE KEEP AS A REFERENCE THROUGHOUT 2024

Community Languages Australia
Melbourne

Russian Language School

Information Booklet 2024
Pushkin Lyceum INC

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1. GENERAL INFORMATION



1.0 CONTACT DETAILS

School Website www.pushkinlyceum.org.au

For easy reference, following is a list of people and their contact details

Position	Name	E-mail Address	Phone Number
Principal	Marina Makarova	mmakarov@optusnet.com.au	0411044758
VCE coordinator	Tatiana Viknyanskaya	tanyavik@tpg.com.au	0403044570
School Administrator	Julia Gryaznova	admin@pushkinlyceum.org	0416807376
Application for enrolment send to ® (in a form of personal letter)	Pushkin Lyceum admin@pushkinlyceum.org		

**Start of school year:
Sunday 4th of February 2024**

1.1 2024 Calendar of School Terms & Events

Date	Event
4 February 2024	Term 1 commences.
17 March	Maslenitsa. Праздник Масленицы
24 March	Term 1 ends
31 March & 7 April	SCHOOL HOLIDAYS
14 April	Term 2 commences.
5 May – Russian Easter	Пасха – занятий не будет
23 June	Term 2 ends
30 June & 7 July	SCHOOL HOLIDAYS
14 July	Term 3 commences
22 September	Term 3 ends.
29 September & 6 October	SCHOOL HOLIDAYS
13 October	Term 4 commences
15 December	Term 4 ends End of the Year School Fete
October – November	Parents teacher interview. Родительские собрания
November - December	School Open Day. All students wear school uniform.
November	Graduation Ball

Year 12 Term 3 & 4	
14 July	Term 3 commences
13 October	Term 3 ends; Finish VCE program

Year 12 students continue to study during SEPTEMBER school holidays in September and October and finish school on October 13th or 20th. (Depends on Final Exams schedule of the current academic year)

1.2 SCHOOL CALENDAR 2024

Term 1	February	4	11	18	25
	March	3	10	17	24
Holidays	March	31			
	April	7			
Term 2	April	14	21	28	
Holiday	May	5			
	May	12	19	26	
	June	2	9	16	23
Holidays	June	30			
	July	7			
Term 3	July	14	21	28	
	August	4	11	18	25
	September	1	8	15	22
Holidays	September	29			
	October	6			
Term 4	October	13	20	27	
	November	3	10	17	24
	December	1	8	15 School Fete	

Please pay attention!!!

Public Holidays do not affect school timetable.

5th of May Russian Easter - There are no classes at Pushkin Lyceum on this day.

1.3 SCHOOL CALENDAR 2024 (VCE 3/4)

Term 1	February	4	11	18	25	
	March	3	10	17	24*(SAC1)	
Holidays	Mach	31				
	April	7				
Term 2	April	14	21	28		
Holiday	May	5				
	May	12	19	26*(SAC2)		
	June	2	9	16	23*(SAC3)	
	June	30(TWE1)				
Holidays	July					
Term 3	July	14	21	28		
	August	4*(SAC1)	11	18	25	
	September	1*(SAC2)	8	15*(SAC3)	22	23
	September	25	27	29(TWE2)		
	October	2(TOE)	3	6	13	
Term 4						
	*SEC School assessed course work	*SAC1	*SAC2	*SAC3		
	Trial Oral Exam (TOE)	2/10				
	Trial Written Exam(TWE)	30/06	29/09			
	November		Graduation			

***Important Information for all VCE students.

For successful completion of VCE subject students are allowed to be absent not more than 10% per academic year.

Year 12 students continue to study during SEPTEMBER school holidays in September and October and finish school on October 13th or 20th. (Depends on Final Exams schedule of the current academic year)

Please pay attention!!!

Public Holidays do not affect school timetable.

5th of May Russian Easter - There are not classes at Pushkin Lyceum on this day.

2. SCHEDULE OF FEES 2024

2.0 REGISTRATION FEE

\$50.00 registration fee is payable with an application for enrolment for new students. This fee is not refundable.

2.1 ADMINISTRATION FEE

Administration fee is paid annually and in advance.

All levels	\$100.00
Single subject	\$60.00

2.2 MATERIAL EXPENSES FEE

Material expenses fee is payable for every student upon enrolling at the Pushkin Lyceum.

Material Expenses are calculated in consideration of \$245.00 Government Payment awarded to The Pushkin Lyceum for every student only when an official enrolment form is submitted for that student in due time every year. If the parent/guardian fails to submit the official enrolment form in due time a Full Fee amount will be issued for that student.

Year level	With \$245.00 Government payment	Full fee
Prep 1	\$45.00	
Prep II - Year 4	\$42.00	287.00
Year 5 – 10	\$57.00	302.00
Year 11 – 12 (VCE)	\$110.00	
Single subject	\$30.00	150.00

Material expenses include a provisional set of materials for every student. If the provisional materials (booklets or other) are lost by the student additional photocopies of handouts/or booklets must be purchased by the parents or hired from school.

Cost of textbooks is not included in this fee and parents/guardians must pay for them separately.

2.3 Functions Fee

Different functions take place during the year to cover production costs of school events the fee of **\$30.00** applies for every student per year.

2.4 SCHOOL FEES ACCORDING TO GRADES (ONLINE & OFFLINE STUDY)

All school fees including tuition fees are subject to 2024 rental cost and may be changed at the beginning of the year.

All school fees including tuition fees are payable in advance.

Invoices for the next term are issued and emailed to student's parents **2 WORKING DAYS PRIOR TO THE END OF THE CURRENT TERM.**

Payments of school fees are due as per the schedule below. Overdue accounts will incur a 5% penalty fee.

If you do not receive an invoice, it is **YOUR RESPONSIBILITY** to contact the school before the end of the current term.

12/12/23 - 31/01/24	Annual Fees due (5% discount available for annual payments)
12/12/23 - 31/01/24	Semester 1 Fees due (3% discount available for semester payments)
31/01/24	Term 1 Tuition Fees due
10/04/24	Term 2 Tuition Fees due
23/06/24 – 10/07/24	Semester 2 Fees due (3% discount available for semester payments)
10/07/24	Term 3 Tuition Fees due
9/10/2024	Term 4 Tuition Fees due

TUITION FEES FOR 2024

Table 1

Year Level	Annual Fee		Semester Fee		Term Fee	
	Full amount	5% off	Full amount	3% off	Regular	plus 3%
Year Prep	\$1,481.37	\$1,407.31	\$740.69	\$718.47	\$359.23	\$370.34
Year Prep (school Children)	\$1,417.64	\$1,346.76	\$708.82	\$687.56	\$343.78	\$354.41
Year 1-7	\$1,417.64	\$1,346.76	\$708.82	\$687.56	\$343.78	\$354.41
Year 8	\$1,481.37	\$1,407.31	\$740.69	\$718.47	\$359.23	\$370.34
Year 9	\$1,647.85	\$1,565.46	\$823.92	\$799.21	\$399.60	\$411.96
Year 10 -12 VCE Unit 1-2, Unit 3-4	\$1,720.68	\$1,634.65	\$860.34	\$834.53	\$417.27	\$430.17
Subjects Fees						
VCE Maths Group of 4	\$2,080.95	\$1,976.90	\$1,040.47	\$1,009.26	\$504.63	\$520.24
Maths 3-6 in class	\$850.59	\$808.06	\$425.29	\$412.53	\$206.27	\$212.65
Maths 5 - 7 in class	\$978.04	\$929.14	\$489.02	\$474.35	\$237.18	\$244.51
Math 8 -10 in class	\$1040.47	\$988.45	\$520.24	\$504.63	\$252.31	\$260.12
Private Lessons Maths	\$3,000.00	\$2,850.00	\$1,500.00	\$1,455.00	\$727.50	\$750.00
Group of 2	\$1,822.42	\$1,729.40	\$910.20	\$882.89	\$441.85	\$455.10
Russian						
Russian (2h) in class	\$1007.96	\$957.56	\$503.98	\$488.86	\$244.43	\$251.99
Russian Private 1 h	\$2,617.10	\$2,486.26	\$1,308.55	\$1,269.30	\$635.22	\$654.28
VCE Private (Tutoring)	\$3,000.00	\$2,850.00	\$1,500.00	\$1,455.00	\$727.50	\$750.00
VCE Group of 2 (Tutoring)	\$1680.00	\$1,596.00	\$840.00	\$814.80	\$504.63	\$420.00
Russian other levels Group of 2	\$1,420.00	\$1,349.00	\$710.00	\$688.00	\$344.35	\$355.00
Group other levels of 3-4	\$924.00	\$877.80	\$462.00	\$448.14	\$224.00	\$231.00

2.5 FEES FOR ONLINE COURSE

2.5.1 REGISTRATION FEE

\$50.00 registration fee is payable with an application for enrolment for new students. This fee is not refundable.

2.5.2 ADMINISTRATION FEE

Administration fee is paid annually or per term and in advance.

Year level

Prep 1 – Pre VCE one subject	\$60.00/\$15.00 per term
VCE 11/12	\$100.00/ \$25.00 per term

2.5.3 TEACHING MATERIAL EXPENSES FEE

Material expenses fee is payable for every student upon enrolling at The Pushkin Lyceum.

Material Expenses are calculated in consideration of \$245.00 Government Payment awarded to The Pushkin Lyceum for every student only when an official enrolment form is submitted for that student in due time every year. If the parent/guardian fails to submit the official enrolment form in due time a Full Fee amount will be issued for that student.

Year level	With \$245.00 Government payment	Full fee for students enrolled to Pushkin Lyceum after 1/04/2024
Prep	\$12.00	
Year 1 – Pre VCE one subject	\$12.00	\$257.00
Year 1 – Pre VCE two subjects	\$18.00	\$263.00
Year 1 – Pre VCE 3 subjects or more	\$28.00	
VCE Russian	\$50.00	\$295.00

***Cost of textbooks is not included in this fee and parents/guardians must pay for them separately.

Table 2

One subject	1 hour	40 min
Introduction hour	\$40.00	\$30.00
Private lesson Russian all Levels before VCE	\$65.00	\$50.00
Group of 2 people (Russian only. All levels before VCE)	\$35.00	\$25.00
Group of 3 people (Russian only. All levels before VCE)	\$25.00	\$20.00
Group of 4 people (Russian only. All levels before VCE)	\$20.00	\$15.00
Group of 5-6 people (Russian only. All levels before VCE)	\$15.00	\$12.00
Tuition Fees for study in class see Table 1 (page 7)		

Online Play Group, Weekly Clubs and Studios	Block of 5 lessons	Block of 10 lessons
	\$50.00	\$100.00

2.6 DISCOUNTS

2.6.1 Family Discounts

Where there are **2 or more children** from one family currently attending the school, the following discounts will apply to **Tuition Fees only**:

Second Child	5% discount per term
Third Child	10% discount per term

The family discount does not apply to Studio fees.

2.6.2 Early Payment Discount

5% discount is available if the full year's tuition fee for 2024 is paid in full before the 12th of February 2024.

3% discount is available if the full semester fee is paid in full before the beginning of the next semester.

2.7 STUDIOS

Art studio and Chess Club run at the Pushkin Lyceum*.

*subject to numbers of students attending

Please contact the school for further information on fees and session times.

METHODS OF PAYMENT

Payments can be made by cheque, money order, account transfer or cash.



1. Cash, Cheque payments can be made in Elwood campus.



2. Account transfer: **Pushkin Lyceum**
BSB 033-040
Account Number 275624

Reference: CHILD Surname

3. CONDITIONS OF ENTRY

1. "Pushkin Lyceum" accepts children from 4 to 18 years old on the condition that a place in a class of an appropriate level is available.
2. All new students are required to attend an interview with the level coordinator before commencing their studies. This ensures that those who are accepted will likely benefit from the course provided.
3. If the student's level is lower than the level of the available class, Pushkin Lyceum will recommend private classes to help the student achieve the required level. The student will be transferred to the class ONLY after completing the required tests.
4. The Pushkin Lyceum reserves the right to refuse a place at the school if a student shows a negative attitude to learning or cannot behave according to the Pushkin Lyceum Code of Conduct.
5. If a student stop attending the school and later wishes to return, she/he will not be permitted to return to Pushkin Lyceum while any part of previous fees remains unpaid.
6. A pro rata charge is made for new students entering the school for the first time after a term has commenced.
7. Parents or Guardians are responsible for ensuring that the student (of any age) is prepared for every class and has relevant materials. (i.e. books, pens, pencils)

Refund

1. If a child misses classes due to illness or other commitments, no refund will be made for this period. However, the tasks will be given and assessed.
2. Families taking leave overseas or long absence:
A holding fee of 30% of the applicable period is required if **a student** goes overseas with parents or is absent from studies at Pushkin Lyceum due to a long illness. The holding fee is not refundable even if you decide not to return to Pushkin Lyceum after the end of your leave.
3. If a holding fee was not paid - a registration fee of \$50.00 will be applicable on return, and placement with the class will be subject to availability.
4. If a student ceases to attend Pushkin Lyceum at any time after the commencement of the school term, no refund will be made for the remaining portion of tuition fees.
5. In the case of choosing to leave the Pushkin Lyceum:
A written notice must be given to the school administrator two weeks before the end of the current term; otherwise, a charge equivalent to 30% of the following term's fees will apply or registration fee will be waved.
6. Parents are responsible for paying avoidable breakage or damage to hired premises property by a student.

Conditions of Enrolment

All parents of students entering Pushkin Lyceum are required to provide written confirmation of their intention to accept the place offered. The enclosed Confirmation of Enrolment Form must be completed and forwarded together with the payment of the Registration Fee to the Pushkin Lyceum.

Admission and Class Allocation

Pushkin Lyceum accepts children from 4 to 18 years old on the condition that a place in a class of an appropriate level is available.

All new students are required to attend an interview with the level coordinator before commencement. This is to ensure that accepted students will likely benefit from the course provided.

If the student's level is lower than the level of the available class, the school will recommend private classes to help the student achieve the required level. The student will be transferred to the class ONLY after completing the required tests.

Tuition Fees

School Fees consist of a Registration Fee of \$50.00, an Administration Fee of \$100.00, Material Expenses Fee (which is mainly covered by Government Funds, (ex. Prep II –Year 4. Parents contribution is \$42.00; Government Funding is \$245.00 See information booklet for more details)

The Registration Fee

A Registration Fee of \$50 is payable for each student enrolled at the Pushkin Lyceum before commencing studies. This payment is non-refundable but is transferable for the following years of studies at Pushkin Lyceum. The registration fee will be current after the termination of studies at Pushkin Lyceum only if the student has no unpaid debts.

Leave of Absence

If a student enrolled at Pushkin Lyceum requests a Leave of Absence, the place will be held for no more than two years. A holding fee of 30% of the tuition fee for the period of absence will apply. The holding fee is non-refundable and is not credited against tuition fees. A student will not be permitted to return to the Pushkin Lyceum while any part of the fees remains unpaid. A penalty of 10% from unpaid debt will be charged. If a holding fee was not paid, a registration fee would be applicable on return and placement with the class will be subject to availability. If a child misses classes due to illness or other commitments, no refund will be made for this period. The teacher will hand out homework tasks to encourage students to catch up on their studies. In the case of a long-term absence of a student due to overseas holidays, a termination of tuition fee is available based on the following evidence: round-trip airline tickets for a child/student. In the case of one of the parents going overseas, termination of tuition fees is not applicable. A holding fee of 30% of the tuition fee for this period of absence will apply.

Payment of Tuition and Other Fees

Tuition fees are invoiced before each term. Due to unpredictable changes (increase of charges for hire of premises, etc.), fees are subject to increase at any time. However, notice regarding all changes will be given in advance. In case of damage to School property and vandalism by a student, parents are responsible for payment for any avoidable damage.

Resolution of conflicts

In case of any issues or concerns about Pushkin Lyceum operations, policies, or curriculum, parents have to make an **appointment** with the principal or vice principal via school secretary, not by email or phone. In case of any issues or concerns about a particular subject or a teacher, parents have to make an appointment with the subject teacher first and only after the conversation with the teacher; in case the agreement hasn't been reached, parents could make an appointment with the school principal. All appointments must be held at the school premises in person by email. All enquiries about school textbooks or school payments parents should address to the school administrator.

Termination of place at the Pushkin Lyceum

If a child leaves the Pushkin Lyceum, parents must give a two-week notice. Without the notice, a charge equivalent to 30% of one term's fees will apply. If a student leaves during a term, no refund will be made for the remaining portion of that fee instalment. *A fee of \$45.00 applies to VCE students who leave the school during the academic year.*

The Pushkin Lyceum reserves the right to refuse a place at the school if a student shows a negative attitude to learning or cannot behave according to the Pushkin Lyceum Code of Conduct.

(You sign this document when you register your child for Pushkin Lyceum)

4. THE PROGRAM

Course outline

Our school program runs in an integrated way where subjects learn through experimenting and practising. The “integrated approach” allows for creativity, imagination, skills, and knowledge to all develop naturally. This approach allows for “purpose” in learning and lends itself to creating a more interactive learning environment surrounding the children in sounds, visuals, and textural offerings.

Learning Program

The Early Childhood Learning Program

Age 2 – 4: Playgroup

Playgroup for 2- 3-year-old children.

During each one-hours session children develop their gross and fine motor skills as well as learn Russian language through communication and role-play.

Age 4 – 6: Prep 1 and Prep 2

Children learn Russian language through communication and role-play, reading books and watching educational cartoons. In addition, they develop basic arithmetical and problem-solving skills, participate in different cultural activities and celebrations, sing and listen to music, draw and paint. *Art and Craft lessons and Chess Club are elective.*

▲ Russian Language

Letters and sounds, reading and handwriting, children’s rhymes, role-play.

▲ Mathematics /Logics

Number, quantity, position & grouping, addition and subtraction.
Number Rhymes, Seasons & weather, Shapes & size, time.

▲ Study of World around us

▲ Dance /Drama

Movement, voice, character, performance.

The Primary School Learning Program

Age 6 – 9: Grade 1, Grade 2, Grade 3 and Grade 4

In this age group, children continue to learn language structure, maths, health and social education, art and craft, singing and listening to music, as well as having their developmental areas.

▲ **Language /Literacy/**

Children learn Russian language through communication and role-play, reading, writing, listening and group discussions. Read readers and exposure to all forms of literature.

▲ **Mathematics /Numeracy/**

Children further develop basic mathematical, arithmetical and problem solving skills. Learn shapes, graphs, formal activities in measurement (e.g. weight, length, size, volume) Start learning timetable, number (addition/subtraction/division/multiplication). Learn quantity, position, design and structure.

▲ **Study of Nature**

Children learn about different aspects of nature (seasons, weather, rain, sun, seasons, wind, cold, hot)

▲ **Social Studies /Culture & Traditions, Cross-Cultural Education/**

Children are involved in different school cultural activities and events, festivals and holidays. Start compare and understanding cultural and language differences, traditional food and folk costumes.

▲ **Dance/Drama**

Movement, voice, dancing.

The Middle School Learning Program

AGE 10 – 14: Year 5, 6, 7 and 8

In this age group students continue to learn Russian Language and develop their written and oral communication skills, Maths, History of Russia, Rhetoric and Literature.

▲ **Russian Language and Literature**

Written and oral communication, listening, reading and creative writing. Russian literature.

▲ **History and Culture of Russia**

▲ **Geography**

Earth as a Planet, Oceans and Continents; People and Countries.

▲ **Maths (in English)**

Algebra, Geometry; Problem solving

▲ **Drama**

Movement, voice, dancing, character & performance.

The High School Learning Program

AGE 15 – 17: Year 9 and 10.

▲ Russian Language and Literature

In Year 9 and 10 students continue to muster Russian Language skills including vocabulary and grammar, explore different styles of literature, and continue to learn different text types and kinds of writing.

▲ Maths Methods (Algebra, Geometry, Calculus, Problem solving)

▲ History of Russian Cultural and Historical events.

VCE 11&12. LOTE Russian

VCE 11 & 12.

VCE (LOTE Russian) study is designed to provide a two-year program. Satisfactory completion of VCE units are based on successful completion of all outcomes of each unit. The areas of study for Russian comprise themes and topics, grammar, text types, vocabulary and kinds of writing. They are common for all of 4 study units.

There are three prescribed themes:

▲ The individual (*Education and aspiration, leisure and lifestyle, personal identity*).

▲ The Russian - speaking community
(*Visiting Russia, culture, art and entertainment*).

▲ The changing world (*Environmental issues, world of work, social issues*)
The student is expected to be familiar with, and be able to produce the following kinds of writing: *personal, informative, evaluative, persuasive and imaginative*.

Elective subjects

▲ Maths Methods & Specialist Maths

IB Russian is delivered individually at a student's home school.

5. WORKING DAYS AND HOURS

**We are located in Elwood College.
101 Glenhuntly Road, Elwood**

Sundays from 9.00 a.m. – 4.30 p.m.
(Timetable is different according to the classes)



Inquires 0411 044 758 (10a.m. – 6p.m Monday to Friday)

admin@pushkinlyceum.org

For particular inquires see page 2

