



Saint Stephen's College

Saint Stephen's College Limited ABN 31 071 134 024 CRICOS Provider 01938G

YEAR 9 BOOKLIST 2019

Please find attached your child's requirements for 2019.

ORDERING:

There are two types of options for ordering stationery.

OPTION 1

Order directly online with credit card payment through Symons Educational Supplies for all Books & Equipments. Please see attached online ordering instructions.

OPTION 2

Submit completed Book List with payment to the Uniform Bookshop.

Online ordering will commence on **22 October 2018** and every student must order online or return a Book List to the Uniform Shop with payment by **23 November 2018** for processing and packing requirements.

No stationery items will be available for purchase from the Uniform Book Shop until after **11 February 2019** (with exception to new students)

****There will be no returns or refunds of any items purchased on the Book Lists, so please order carefully****

BOOK COLLECTION DAY

Friday 25 January 2019

8:00am - 3:00pm

Collection Point - Connection Classrooms C1 & C2

If you have any queries, please contact Wendy on 07 55738640, fax 07 55738623 or via email wmacculagh@ssc.qld.edu.au

SYMONS EDUCATIONAL SUPPLIES

Saint Stephens College Book List Ordering Instructions for BTS 2019.

Years P – 12 will need to be ordered online.

ONLINE ORDERING:

- ❖ Place your order from **15 October To 23 November 2018** for the **JUNIOR SCHOOL** and also **22 October to 23 November** for the **SENIOR SCHOOL**. Pay by Visa/Mastercard/American Express. Your order will be processed and **will be at the school for pick up on Friday 25 January 2019**.
- ❖ To use the internet ordering system, go to the **www.symonsed.com.au** and follow the links. Enter your College logon code **SAI01** (SAIzero1) and follow the prompts. Should any parent not have Online access please contact Symons on 07 5531 3633 or by email info@symonsed.com.au for alternative arrangements.
- ❖ The prices shown on the book List are for Saint Stephens College online orders only. Any purchases made directly through Symons (at 127 Olympic Circuit, Southport) will be charged **full retail price**.

PLEASE ORDER CAREFULLY AS SYMONS DO NOT ACCEPT RETURNS FOR INCORRECT ORDERING

STEP BY STEP ORDERING INSTRUCTIONS:

- ❖ Logon code **SAI01**
- ❖ Enter Child's full name.
- ❖ Enter Residential Address (Office use only)
- ❖ Enter a **DAY TIME** contact number (In case our processing department have any queries)
- ❖ Select your **2019** Year level ONLY; click **Save Details** to transfer to the booklist screen.
- ❖ **NOTE:** There is a standard qty column guide - please key the **QTY ONLY** you need for each line entry.
- ❖ Once satisfied with your selection click **Save Details**.
- ❖ Should you have additional students, click on **Next Student**, IF NOT click **Pay Now**. (**IMPORTANT NOTE:** If you have more than one student and do not want to process them at the same time you **MUST CLEAR YOUR BROWSER HISTORY** before starting the next student.)
- ❖ Click **Pay Now** to finalise the order and proceed to our **secure payment screen**.
- ❖ Click the type of **Credit/Debit card** you wish to pay with (EG: Visa, MasterCard or American Express)
- ❖ Fill in the **Credit/Debit card** details; click **Enter Payment**.
- ❖ An **Order reference number** will pop straight up on screen; a copy of the student's booklist order will be sent to the email address you included at the start.
- ❖ Please retain your **ORDER REFERENCE NUMBER** for any queries you may have.

- ❖ **VERY IMPORTANT:** Should you NOT RECEIVE a confirmation or see an Order Reference Number pop straight up, please contact Symons Educational Supplies by email info@symonsed.com.au, **as your order has not been received**.

SAINT STEPHEN'S COLLEGE
YEAR 9 - BOOKLIST 2019

STUDENT NAME

ADDRESS

PHONE

ORDER FORM

PLEASE CHOOSE CAREFULLY AS SYMONS DO NOT ACCEPT RETURNS FOR INCORRECT ORDERING. THANK YOU.

Item	Product Description	Quantity	Price	Extension	Required	Total
BOOKS / EQUIPMENT						
A01	PEN BIC CRISTAL MED (BLACK)	2	0.38	0.76
A02	PEN BIC CRISTAL MED (BLUE)	2	0.38	0.76
A03	PEN BIC CRISTAL MED (RED)	2	0.38	0.76
A04	MARKER ARTLINE 200 0.4(BLK)	1	2.37	2.37
A05	PENCIL HB TRADITION	1	0.54	0.54
A06	PENCILS COLOURED TRIGRIP 12	1	2.62	2.62
A07	STAPLER TATOO MINI 26-6	1	4.14	4.14
A08	HIGHLIGHTER ICE PKT 4	1	4.54	4.54
A09	CORRECTION TAPE MARBIG 5 X 8	1	1.57	1.57
A10	GLUESTICK BOSTIK 35GMS	1	2.95	2.95
A11	PENCIL SHARPENER S/HOLE SHAKER	1	0.59	0.59
A12	RULER MAPED 244030 30CM (METRIC ONLY)	1	1.92	1.92
A13	ERASER MAPED SOFTY PKT 2	1	1.99	1.99
A14	SCISSORS 155MM RED (SHEFFIELD)	1	1.31	1.31
A15	PROCESSING AND PACKAGING FEE	1	4.50	4.50	1	4.50
HABITS OF MINDS						
C01	EXERCISE BOOK A4 96PG PROTEXT	1	1.97	1.97
MATHS						
E01	EXERCISE BOOK A4 128PG OLYPMIC	4	1.83	7.32
E02	GRAPH PAD A4 2MM 25LF	1	2.86	2.86
E03	CALCULATOR CASIO FX 100 AU PLUS	1	39.95	39.95
E04	PROTRACTOR 180° 100MM	1	0.38	0.38
E05	COMPASS 559 50 WPBO	1	7.70	7.70
E06	DISPLAY BOOK A4 20 PCKT (YELLOW)	1	1.24	1.24
SCIENCE						
G01	EXERCISE BOOK A4 96PG PROTEXT	2	1.97	3.94
FOREIGN LANGUAGES						
JAPANESE OR SPANISH						
J01	EXERCISE BOOK A4 96PG PROTEXT	1	1.97	1.97
J02	DISPLAY BOOK A4 20PCKT (ASST)	1	1.24	1.24
ELECTIVES						
MUSIC						
M01	TUDOR MUSIC BOOK A4 48 PG	1	1.41	1.41
M02	DISPLAY BOOK A4 20PCKT (ASST)	1	1.24	1.24
M03	PENCIL GRIPMATIC 0.7 + LEADS	1	2.74	2.74
M04	ERASER LGE- SLEEVE 7085-20	1	0.61	0.61

**SAINT STEPHEN'S COLLEGE
YEAR 9 - BOOKLIST 2019**

STUDENT NAME

ORDER FORM

Item	Product Description	Quantity	Price	Extension	Required	Total
ART						
P01	VISUAL ART DIARY A4 60LF	1	3.93	3.93
P02	MARKER ARTLINE 200 0.4(BLK)	1	2.37	2.37
P03	GLUESTICK BOSTIK 35GMS	1	2.95	2.95
P04	PENCIL SKETCHING 12 PIECE (2H-8B)	1	6.20	6.20
P05	ERASER MAPED SOFTY PKT 2	1	1.99	1.99
DESIGN						
Q01	VISUAL ART DIARY A3 60LF	1	7.32	7.32
Q02	DISPLAY BOOK A3 20 PCKT (BLACK)	1	8.21	8.21
Q03	TECHNICAL DRAWING KIT S.S	1	36.12	36.12
Q04	MARKER ARTLINE 200 0.4(BLK)	2	2.37	4.74
Q05	TRACING PAPER PAD REEVES A3 25 SHT	1	14.53	14.53

Parents Signature:



YEAR 9 2019

Text Book Rental and External Online Resources

Text Book (including eBooks) Rental and On-line Resources	\$130.00
Exam Resources	\$16.00
Total Compulsory Items	<u>\$146.00</u>

Text Book (including eBooks) Rental Deposit (New students only) (Refunded when student leaves the College and all books are returned)	\$100.00
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Payment is to be made online via Tours and Excursions in Parent Lounge, by Tuesday 29 January 2019.