



## DEPARTMENT OF EDUCATION

Office of the Secretary

### HOTLINES TO CALL REGARDING UNLAWFUL COLLECTION OF SCHOOL FEES

In reference to the Circular Instruction No. 2/2017 below, the Department of Education has the following Hotline Numbers for each region which parents or guardians can use to call the Department and report schools that are charging fees.

The hotline numbers are:

- |              |   |          |
|--------------|---|----------|
| 1. SOUTHERN  | – | 73327048 |
| 2. NGI       | – | 72239926 |
| 3. HIGHLANDS | – | 70735658 |
| 4. MOMASE    | – | 70835454 |

Also email: [tffhotline@education.gov.pg](mailto:tffhotline@education.gov.pg)

The information to be provided must include the following:

- The name of the school, the Province, the name of the district
- The name of the principal or head teacher
- The type of fee the school is charging and
- The amount that is charged.

The Department will immediately suspend and investigate the head teacher of the school found to be charging fees. At the same time the TFF payment for the school will be withheld until such time the investigations are completed and the findings are presented to the Department to decide on which action to be taken.

### SECRETARY'S CIRCULAR INSTRUCTION NO: 2 OF 2017

**DATE:** 26/01/17  
**FILE:** CM2-4-1  
**TO:** ALL PRINCIPALS, CHAIRMAN SCHOOL BOARDS, CHAIRMAN PEBS  
**SUBJECT:** DIRECTION TO STOP UNLAWFUL COLLECTION OF SCHOOL FEES BY SCHOOLS IN THE NATIONAL EDUCATION SYSTEM

*The National Executive Council's Decision 25/2016* and the subsequent *Secretary's Circular Instruction 6/2016* directed that no school in the national education system that is receiving grants from the national government's Tuition Fee Free Education Policy is to collect any form of fees from parents and guardians. This circular also applies to agency schools.

There are reports that some schools are collecting fees for projects, uniforms, bond fees, ID cards etc. This is unlawful and you are directed to immediately cease collection of any form of fees from parents upon receipt of this direction. Further, no student's final examination certificates are to be withheld for failure to pay any form of school fees.

This instruction is lawful and current and as such all principals and school governing boards must comply accordingly.

Any defiance to comply with this instruction will result in the principal's immediate suspension. School boards will also be suspended if they do not comply accordingly.

School Inspectors are instructed to monitor and take appropriate actions.

The full support of Provincial Education Boards and Provincial Education Advisors is required to ensure the government's policy on Tuition Fee Free Education is implemented.

Authorized by:

**DR. UKE KOMBRA, PhD**  
SECRETARY FOR EDUCATION