

Dear Families of St. Stanislaus School,

We are excited to partner with FACTS Management for the handling and collection of **ALL** tuition and fee payments for the 2020-2021 academic year. It is our goal to provide you with an opportunity to conveniently manage your account and to complete tasks like making a payment, viewing your payment schedule and updating your account with flexibility and ease.

Everything is accessible online and can even be managed directly from your mobile device. Especially as our community's deal with the current health emergency, it's more important than ever to give families the ability to access their tuition balances and make online payments online from anywhere at any time. We believe that our coordination with FACTS online and mobile solutions will offer you flexible payment plans and terms to meet your needs.

Setting up your Payment Plan

Depending on your student's enrollment, you must set up a payment for one of the following options:

1. Option A: Full Payment Plan

- Payment due August, 2020
- Payment date of 1st or 15th
- ACH, CC or Invoice
- \$20 Enrollment Fee

2. Option B: Semi-Annual Payment Plan

- Payments due August, 2020 and January, 2021
- Payment date of 1st or 20th
- ACH, CC or Invoice

3. Option C : Quarterly Payment Plan

- Payments due August, 2020; November, 2020; March 2021; June 2021
- Payment date of 1st or 15th
- ACH, CC or Invoice
- \$50 enrollment fee

4. Option D: Monthly Payment Plan

- Payments begin August, 2020 through July, 2021
- Payment date of 1st or 15th
- ACH, CC or Invoice
- \$50 Enrollment Fee

You should also be aware of the following:

- **ALL** families **MUST** enroll in one of the above plans, regardless of your payment option for tuition.
- Payment methods available include re-occurring automatic withdrawal via checking or saving and by invoice
- Credit Card Payments will be subject to a 2.85% convenience fee
- Automatic withdrawal payments that return for insufficient funds will incur a \$30 fee.

Please click on the following link to create your agreement with FACTS. You will need to create a username and password, enter demographic information, student information, and choose the payment plan that works best for you and your preferred payment method. If you already have an account with FACTS, you can log in using your existing username and password.

<https://online.factsmgt.com/signin/3GHTW>

Once you have completed this process we will be able to enter your specific tuition amount due and finalize your agreement. As soon as we are able to finalize your agreement you will receive a confirmation letter from FACTS outlining your tuition payments

Please be sure to complete this process by July 1, 2020 and contact the St Stanislaus office with any questions, 508-674-6771.

Incidental Billing

All incidental activity fees (extended care, athletics, cafeteria, etc.) will be billed and collected separately from your regularly scheduled tuition payment. Each month you will receive an emailed bill outlining the different fees incurred and the due date. Payments can be made via your mobile device, online, over the phone, via mail or by authorizing FACTS to withdraw these fees automatically. By logging into FACTS you can see a complete breakdown of each bill received, all payments made and a history of all activity happening throughout the year.

Quick Tip

It is important to **verify that the email address in the FACTS system is your preferred emails address** for anything related to tuition or fees due to St Stanislaus School. FACTS will be using this email address for all future notifications. In addition, if there will be someone, other than the primary payer listed in the system, calling into FACTS with account inquiries or to make a payment, it is important they are added as an 'Authorized Party'. If anyone other than the primary payer or the authorized party calls into FACTS they will not be able to receive any account information, in accordance with privacy laws.