

## TUITION PAYMENT PREFERENCE FORM 2018-2019

Student Name:	Entering Grade:
Student Name:	Entering Grade:
Student Name:	Entering Grade:
<b>IF ENROLLING IN PRESCHOOL PLEASE FILL OUT ACCORDINGLY</b>	3 year old <input type="checkbox"/> 5 Half Day <input type="checkbox"/> 5 Full Day 4 year old <input type="checkbox"/> 5 Half Day <input type="checkbox"/> 5 Full Day
Responsible Party:	Phone:
Mailing Address:	City/St/Zip:
Email Address:	
Billing Address (if different from above):	

**For the 2018/2019 school year, I will pay my student's tuition by the payment option checked below**

**OPTION 1 Full Tuition Payment** –This option indicates you will be paying your tuition bill in full. If you want to receive a 2% discount payment must be made **NO LATER** than 6/28/18. If the responsible party pays in full after 6/28/18 the full tuition payment **MUST** be received **NO LATER** than 7/31/18. **If full payment is not received by 7/31/18 responsible party will need to enroll in the FACTS Tuition Payment Plan**

**OPTION 2 Monthly Payments through FACTS. ALL FAMILIES** - This option entitles the responsible party to budget payments over 12 months through FACTS Management Company beginning August 2018. **This option requires that you enroll in the FACTS Tuition Payment Plan**

**OPTION 3 Monthly Payments through FACTS. ALL FAMILIES** - This option entitles the responsible party to budget payments over 10 months through FACTS Management Company beginning August 2018. **This option is good for families who require summer care and want to complete their tuition payments before starting summer care payments and requires that you enroll in the FACTS Tuition Payment Plan**

\*\*\*\*\*

To enroll in the **FACTS Tuition Payment Plan** OR to apply for **Financial Aid** go to <https://online.factsmgt.com/signin/3Q0DP>

First time users will need to create a username and password. Once you have created your username and password it can be used to enroll in the **Tuition Plan** AND to apply for **Financial Aid**. You may begin applying for Financial Aid on March 1, 2018 and ALL applications MUST be submitted NO LATER THAN May 14, 2018.

**LATE FEES/RETURNED CHECKS/PAST DUE TUITION**

Any missed payment to the school, to include tuition, fees and extended care, will incur a \$25 late charge. There will also be a \$45 fee for returned checks.

If you are enrolled in FACTS and they are unable to obtain a monthly tuition payment, a grace period will be offered. However, if **FACTS** is unable to retrieve the funds, **FACTS** will assess a \$30 charge as well.

**I agree to make tuition payments for the 2018/2019 school year according to the option selected . I have read the *Financial Information* page of this package and understand and agree to abide to all financial requirements contained, to include late fees. If there is a default on payment I will also be responsible for court costs, collection agency fees or any additional fees incurred as a result.**

**\*\*\*\*\*REFUND POLICY\*\*\*\*\***

**Registration fee and the first two months tuition are non-refundable.**

Responsible Party's Signature:

Date:

If you have questions concerning Tuition, FACTS or Financial aid you can contact the Accounting office at 302-875-4488 ext. 311