



Our Partnership with FACTS

Dear Parents/Guardians,

At **Resurrection-St. Paul School**, we are constantly looking for ways to concentrate our available human and financial resources on our primary mission of education. To help us meet this goal we will again be partnering with FACTS Management Company to help manage our tuition payments for the 2012-2013 school year. Our research indicates significant benefits to school staff and school families, including convenience, flexibility, and secure on-line access to individual account information.

Families Wishing To Pay In Full

Full payments are due on or before May 20th, 2012. Payment will be through FACTS and can be made via Check/money order, Automatic Bank Payment (ACH) or Credit Card.

Budgeted payments for Plan II and Plan III through FACTS can be made via:

Automatic Bank Payment (ACH)—ACH payments are those payments you have authorized FACTS to process directly through your financial institution. It is simply a bank-to-bank transfer of funds that you have pre-approved from either your checking or savings account.

Credit Card—If you elect to use this option, your payment, along with a 2.5% convenience fee, will be automatically charged to your credit card (AMEX, MasterCard, or Discover are accepted). Paying with your credit card allows you to take advantage of various bonus programs offered by your credit card company.

Your Payment Plan Options

Equal payments will be automatically deducted from a designated checking or savings account, or automatically charged to a credit card (with 2.5% convenience fee added for credit cards payments only) on your choice of the **5th or 20th** of the month. AMEX, Discover and MasterCard accepted.

Plan II option- Bi-annual payments due in May and November 2012

Plan III option- 10 Monthly Payments starting in May 2012 and ending in February 2013

With FACTS, the school maintains decision-making control. As always, we will continue to work with families should special circumstances or “hardship” cases arise during the school year.

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Convenient Online Enrollment

FACTS online payment portal provides access to our own site for enrolling in FACTS for tuition payments. Enrolling online is simple and secure. Go to: <http://www.resstpaul.org> and find the FACTS information/logo on the Tuition page listed under Admissions.

Be sure to have the following information ready:

- Account information for the person responsible for payment: bank name, telephone number, account number, and the bank routing number. Most of this information is located on your check. If paying by credit card, have your card information available.

Before you click the Submit button, please carefully read the Final Review. Notification confirming your enrollment in a FACTS payment plan online will be sent to you after you submit your agreement.

If you have questions about enrolling in FACTS please contact the business office. You may also contact FACTS directly (866) 441-4637 or view your agreement online at <https://online.factsmgmt.com>. You can log on with your username and password. FACTS customer service representatives are available
Monday - Thursday, 7:30 am to 7:00 pm (CT), and Friday, 7:30 am to 5:00 pm.

Frequently Asked Questions

1. When and what time will the funds for my payment plan be withdrawn from my bank account? While FACTS transacts each payment on the specified date (ex: 5th or 20th), it is your financial institution that determines the time of day the payment is debited. FACTS recommends checking with your financial institution to determine how far in advance funds should be deposited into your account to ensure the automatic payment clears. If a payment date falls on a weekend or banking holiday, the payment will be transacted the following business day.

2. How will I be notified of my payment information? Once your agreement for tuition payments is posted to the FACTS system you will receive a confirmation notification of your payment amount by e-mail or letter in approximately 10 days. Payments will be processed until the total balance is paid in full.

3. What happens if FACTS attempts to process my payment and there are not enough funds in my account? Should an automatic bank payment or credit card payment be returned, a \$30.00 FACTS Returned Payment Fee will be automatically assessed to your account for each failed payment attempt. This is in addition to any penalty your bank or the school may assess. You will be notified by FACTS of the returned payment via mail or e-mail. For payment scheduled for the 5th of the month, a reattempt will occur on the 20th; for payment scheduled for the 20th, a reattempt will occur on the 5th of the following month.

4. What is my student ID? Any combination of numbers and/or letters of your choosing. Many families use their child's last name and first initial.

5. Do I need to fill out an application for each student? No, only one agreement per family is required.

We Look Forward to Serving You Better!

Resurrection-St. Paul School looks forward to our partnership with FACTS and the efficiency and technology it brings to our school. Should you have any questions regarding this plan, please contact the school business office at 410.461.9111 x 269 or FACTS at 866-441-4637.