


FACTS Enrollment

If paying by bank checking or savings account direct debit:

You may enroll in FACTS ONLINE by going to the school's website (calvaryeagles.net), then clicking on the  link and following the instructions.

If paying by credit card:

To enroll in FACTS and pay by credit card, please call 1-800-233-1096. There is a convenience fee of 2.85% in addition to the FACTS fee **for this option only**. MasterCard/Discover/AMEX is accepted, but VISA is not accepted.

Please note the following:

- ✓ Registration fees must be paid at the time of registration by cash or check. Your FACTS payments will cover only tuition and school fees. You will receive a statement for fees incurred throughout the year (athletic fees, drop-in Day Care, etc.). It is expected that they be paid in a timely manner.
- ✓ The school's **FACTS ID #** is 3C7LS. You will need this if enrolling by telephone for payment by credit card.
- ✓ For "**Student Identifier**" please use your Family ID #. If you do not know your Family ID #, you can call the school office. (All students in the family will use the same number for FACTS.)
- ✓ The person "**Responsible for Payment**" is the one who gives his/her financial information for tuition payment. That individual must have signature authority on the account authorized for payment
- ✓ The payment date options are the 5th and the 20th of the month. If that date falls on a weekend or holiday, the payment will be withdrawn on the next banking day following that date.
- ✓ You will have **11 monthly installments** (annual tuition & school fees divided by 11) beginning in July and ending in May. One annual fee of \$45 will be billed by FACTS for this option *within 14 days of FACTS registration*.
- ✓ FACTS enrollment must be completed no later than **June 18** for the July payments. Enrollments after the due date will be for August-May and will be divided by the remaining months.
- ✓ The FACTS enrollment fee is mandatory, and will be billed separately by FACTS within 14 days of processing the agreement. Once you submit your enrollment, be sure the money is available in your account.
- ✓ The "Peace of Mind" insurance fee is optional, and will be billed separately by FACTS.

If you have questions about the FACTS Company or your FACTS account, you can call FACTS directly at 1-866-412-4637. The FACTS website is www.factsmgt.com. For questions about the day-to-day operations of your FACTS program, please call the school office (301-729-0791).