

To complete your child's registration packet the FACTS Agreement Form must be returned with the enrollment packet.

All accounts are Automatic Bank Payments (ACH) from either a checking or savings account.

There is a **\$43.00 enrollment fee** that is deducted from your account within 14 days of the FACTS form being submitted. We will not submit the form until all paperwork is complete. FACTS will send you a letter to inform you when the **\$43.00 enrollment fee** will be deducted.

To complete the FACTS tuition form:

- Section 2 - Responsible for Payment** portion. You may name an Additional Authorized Party if you wish to have someone be able to get information about the account. The responsible party **must sign #5** as authorization

- Section 3 - Payment Method** must be completed in full before submitting. If using a Checking account, a **voided check** must accompany the agreement. Please choose your payment date – the 5th or 20th of each month.

- Section 4 - Student Information – will be filled out by the school**

- Section 5 - Authorization.** Sign at the "X", print your name beneath and date. This Signature must be the "responsible for payment" listed at the top of the form.