



Tuition Agreement Terms

All families need to be on the FACTS Tuition Management Program. Tuition collection at Faithful Shepherd is done through FACTS.

Please sign and return this form within 5 business days. Faithful Shepherd uses a Continuous Enrollment model which means you will not have to complete the enrollment process each year (unless you have a new child entering school).

Year 1, please make your \$400/family tuition deposit (non-refundable) and \$75 family registration fee (non-refundable) via STARPay or check to the school office.

Year 2 and future years, these fees will be auto deducted from your FACTS account each March. *(If these dates change in future school years, you will be notified in advance.)*

Faithful Shepherd uses FACTS Tuition Management to process financial-aid applications and determine financial need. FACTS uniformly collects information from each family to provide a report to FSCS. Faithful Shepherd uses this information to award financial aid. *The financial aid application fee is \$35.*

The tuition fee for withdrawing students during a school year will be the **full tuition rate multiplied by the percentage below:**

Withdrawn before June 30:	All money will be refunded except non-refundable deposits/fees.
Withdrawn between July 1 and August 31:	20%
Withdrawn anytime during first trimester:	55%
Withdrawn anytime during second trimester:	90%
Withdrawn anytime during third trimester:	100%

Tuition refund/amount due will be determined based on the difference between the calculated tuition fee and the tuition amount paid to date. The school will terminate or adjust the tuition payment agreement.

Responsible Party's Signature

Family First and Last Name (Please Print)

Date

By signing this form, I agree to make tuition payments according to the FACTS agreement payment plan and the above terms, until my student(s) graduates from or leaves Faithful Shepherd Catholic School. (Over)



Faithful Shepherd's FACTS Tuition Management Program

1. **Payment Dates:** You may choose either the 1st, 5th, 20th, or the last day of each month as your payment date. Automatic payments can be made from a checking or savings account or from a variety of credit cards, if applicable. *Please note: payments made through a credit card are assessed an additional 2.85% charge for processing.*
2. **Convenience & Security:** Along with multiple payment plan options, your payments are processed securely through a bank-to-bank transaction.
3. **Peace of Mind Insurance:** FACTS offers this *optional* benefit for only \$22.50 per year per family. In the event of death of the responsible party or spouse, the remaining tuition balance owed for the current school year is paid to the school by FACTS.
4. **Account Convenience:** You may check your personal FACTS account, make payments online and update personal information from the convenience of your home anytime.

NEW Families Enroll Now:

Please enroll in FACTS by going to our website: www.fscsmn.org. Under Admission, select Tuition & Fees. Select 'Manage your FACTS Account'. Select create a username and password under the New Account section and follow instructions accordingly.

CURRENT Families:

Faithful Shepherd will automatically re-enroll you for the next school year with FACTS.

ALL Families:

Please sign and return the Tuition Agreement Form within 5 business days.

Thank you for your support of Faithful Shepherd Catholic School. It allows us to provide the highest quality of education for your children.