

**ST. ELIZABETH REGIONAL SCHOOL**  
**TUITION PAYMENT PLANS FOR THE 2018-2019 SCHOOL YEAR**

Dear Parents,

January 2018

The chart below shows you the tuition plans for the 2018-2019 school year. We ask that you review the plans and choose one that is convenient for you. Remember the first payment is due in August and the final payment must be completed by the end of May for any payment plan you choose. We will continue to use the FACTS Tuition Management Program as mandated by the Diocese of Allentown. All families who were enrolled in FACTS in the current school year will automatically be enrolled for the upcoming year; there will be a \$37 enrollment fee. If you are new to the school, we ask you to log on to the FACTS website at <https://online.factsmgt.com/signin/3NFWF> and complete the enrollment process. Remember, **all families must use FACTS for tuition payments.** You can also access the FACTS website via the school website [www.sercc.org/school](http://www.sercc.org/school). The FACTS icon is at the bottom of the home page. Please contact the FACTS Help Desk at 866-412-4637 for questions while using their service.

All scholarship applications will also be processed through FACTS. You must please fill out the FACTS Grant and Aid Application to be considered for a scholarship. The deadline for filling out the Financial Aid Application is May 1<sup>st</sup> so we recommend you apply online as soon as possible. Opportunity Scholarship Tax Credit Funds (OSTC) might be available for students who live within the boundaries of a low-achieving school and meet the income requirements. There is a \$15 fee for all FACTS scholarship applications.

This coming school year, you can decrease your tuition by purchasing gift cards throughout the year. For the 2018-2019 school year, the 5% fundraising profit from your gift card sales will be deducted from your final tuition payment in May 2019. We will continue to offer optional fundraisers which will benefit the school.

Any excessive financial hardship issues that impact your family's ability to pay tuition should be directed to me.

Thank you for all you do for Catholic education.

*Mrs. Linda M. Schiller*

<u>Plans</u>	1 Child	2 Children	3 Children or more
<b>Tuition Cost</b>	<b>\$3,195</b>	<b>\$4,790</b>	<b>\$6,185</b>
<b><u>PLAN A (1 payment)</u></b>			
August	\$3195.00	\$4790.00	\$6185.00
2% discount	<u>\$63.90</u>	<u>\$95.80</u>	<u>\$123.70</u>
<b>Amount owed if paid in full by August 24</b>	<b>\$3131.10</b>	<b>\$4694.20</b>	<b>\$6061.30</b>
<b><u>PLAN B (2 payments)</u></b>			
August	\$1597.50	\$2395.00	\$3092.50
January	<u>\$1597.50</u>	<u>\$2395.00</u>	<u>\$3092.50</u>
<b>Total</b>	<b>\$3195.00</b>	<b>\$4790.00</b>	<b>\$6185.00</b>
<b><u>PLAN C (Quarterly)</u></b>			
August	\$798.75	\$1197.50	\$1546.25
October	\$798.75	\$1197.50	\$1546.25
January	\$798.75	\$1197.50	\$546.25
April	\$798.75	\$1197.50	\$1546.25
<b>Total</b>	<b>\$3195.00</b>	<b>\$4790.00</b>	<b>\$6185.00</b>
<b><u>PLAN D (Monthly)</u></b>			
August through May (10 payments)	\$319.50 <u>x10</u>	\$479.00 <u>x10</u>	\$618.50 <u>x10</u>
<b>Total</b>	<b>\$3195.00</b>	<b>\$4790.00</b>	<b>\$6185.00</b>

# St. Elizabeth Regional School

## FACTS Tuition Management System

### Frequently Asked Questions

#### 1. What is the FACTS Tuition Management System?

The FACTS Tuition Management System is a tuition payment program used by the Allentown Diocesan schools to collect tuition.

#### 2. Can I opt out of FACTS?

No, as mandated by the Allentown Diocese, all Catholic schools in the diocese are expected to use this program for tuition collection.

#### 3. How do I get help if I am having a problem with the FACTS website?

When using FACTS, if you encounter any problems or issues, your primary contact should be the **FACTS Customer Care Center at 866-441-4637. They are available to you 24 hours a day, 7 days week** to address any of your FACTS concerns and/or questions. If after calling **FACTS Customer Care**, you still need assistance with FACTS, please email Mr. Bob Bondi at [rbondi@ptd.net](mailto:rbondi@ptd.net).

#### 4. Who is the FACTS manager for St. Elizabeth Regional School?

Mr. Bob Bondi manages all FACTS accounts for our school. He continuously checks to make sure everything is working properly and accurately within our FACTS accounts. In addition, he monitors monetary transactions to ensure they are accurately entered into the system. He is available to help with this entire process, if you need him. He can be contacted by email at [rbondi@ptd.net](mailto:rbondi@ptd.net) if you need any assistance or have any questions.

#### 5. How do I enroll my family into the FACTS System for Tuition Collection?

In order to enroll your family into the FACTS system, you must log-on to [online.factsmgt.com/signin/3NFWF](http://online.factsmgt.com/signin/3NFWF) or you can click on the FACTS icon at the bottom of the home page on our website at [sercc.org](http://sercc.org). The first time you sign on you will need to create a user-id and password. You are the only one who has this user-id and password so keep it in a safe place. You are then responsible for inputting all your family data and information, bank account information, and for keeping it up-to-date.

#### 6. I am interested in receiving scholarship monies for financial hardship if and when available. How do I apply?

You will need to logon to FACTS and fill out the **FACTS Grant & Aid Application** for the 2018-2019 school year. All scholarships, when available, are awarded to needy families through FACTS, and then only if you qualify. If you do not complete the FACTS application, you will not be able to receive any scholarship money, even if you do qualify. There is a \$15 application fee to FACTS in order to process your application.

**7. What paperwork and documents should I gather together before I start the enrollment process on the FACTS system webpage?**

**Please note:** After completing your application and submitting it on the FACTS Application webpage, you will be asked to send supporting documentation. If you apply BEFORE you have received all of the documentation required, please submit it as soon as possible as your application will not be thoroughly processed without it.

**Documentation required is as follows:**

Copies of all 2017 W-2 IRS Federal Form 1040, 1040A or 1040EZ.

Copies of all 2017 W-2 Wage & Tax statements for both the applicant and co-applicant.

Copies of any and all supporting tax schedules, if you have any.

Copies of all supporting documentation for household Non-Taxable Income such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation and temporary Assistance for Needy Families (TANF).

**Important:** If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your 2017 Federal Form 1040 Tax Return.

**8. When will my FACTS Financial Aid application be processed?**

All FACTS Applications should be submitted by May 1, 2018. Please allow 2 to 4 weeks for your application and supporting tax documentation to be processed. FACTS is unable to verify receipt of documents until they are scanned into their system, which takes approximately 2 weeks. Decisions on financial aid to qualified families will be determined by the end of June, after the current school year is complete. Each year, the determination of financial aid amounts are based on financial need and the limited availability of funds allocated to our school for the coming school year. Financial aid for one year does not guarantee funds for subsequent school year.

**9. Am I required to complete a new FACTS Grant & Aid Application every new school year?**

Yes. All families who were enrolled in FACTS for tuition payment in the current school year will automatically be enrolled in FACTS tuition collection for the upcoming school year.

However, you must still fill out a new FACTS Grant & Aid application every year your student is enrolled at our school. Again, all current tax information, etc. will need to be submitted and updated by you.

**10. Is there a processing fee to use FACTS?**

Yes, every family pays a processing fee to FACTS each school year for using the FACTS Service for Tuition Collection. For the 2018-2019 School Year it will be \$37. There will also be an additional \$15 fee when filling out the FACTS Grant & Aid Application.