

FACTS TUITION MANAGEMENT

Beginning with the 2016-17 school year, Westminster Christian Academy will utilize FACTS Management Co. to manage our tuition and other school fee payments for all WCA families.

FACTS is successfully used by over 5000 private and Christian schools throughout the country and works in conjunction with our existing Renweb/ParentWeb. Payment through FACTS is convenient, flexible, and secure.

FACTS BENEFITS INCLUDE:

- ❖ Convenient and secure customized online payment plan set-up
- ❖ You choose the payment frequency – annually, semi-annually, monthly, or bi-monthly
- ❖ You select which day of month to pay (5th, 10th, 15th, 20th or 25th)
- ❖ Payment reminders 5 days prior to scheduled payment date, email or text
- ❖ Payments can be made from your mobile device
- ❖ Ability to switch payment methods (e.g., from checking to credit card)
- ❖ Multiple payment plan options, including by automatic bank payment, credit card payment with 2.75% service fee, check (for annual and semi-annual payments), and online payment

FACTS SET-UP FEE:

IMPORTANT! For the 2016-17 School Year, WCA will pay the FACTS set-up fees listed below for ALL families.

FACTS charges an annual fee per family to administer tuition payments

- A one-time \$20 payment is required for tuition that is paid as a lump-sum or in two installments.
- A one-time \$50 payment is required for tuition that is paid via a monthly payment plan.

FINANCIAL POLICIES:

All Westminster Christian Academy families will set up a FACTS account for payment of tuition and other fees; this will be done as part of the online enrollment process. Setting up your payment plan in FACTS should take only about 5 minutes.

ENROLLING IN FACTS

Enrolling in a FACTS tuition payment plan allows you to select a payment option that best suits your financial needs. The plans listed below are offered by your school. Depending on the start and end date of each plan, they may not always be offered.

Bi-Monthly Payments:

- Spread your tuition balance over monthly installments with two payments per month.
- Payment Methods Offered: Credit Card, Automatic Bank Draft

Monthly Payments:

- Spread your tuition balance over monthly installments.
- Payment Methods Offered: Credit Card, Automatic Bank Draft

Semi-Annual Payments:

- Pay your tuition in two installments.
- Payment Methods Offered: Check, Credit Card, Automatic Bank Draft

Payment in Full (One Annual Payment):

- Pay your tuition balance in full.
- Payment Methods Offered: Check, Credit Card, Automatic Bank Draft

PAYMENTS NOT COLLECTED

Payments not collectible on the agreed upon date for any reason (e.g. insufficient funds or insufficient available credit) will incur a FACTS missed payment fee plus any fees established by the individual's banking institution. FACTS will automatically attempt a second debit from your account on the next possible due date (e.g. you choose the 5th as your payment date; insufficient funds on the 5th will attempt to be collected on the 10th). Your child will be subject to dismissal from WCA if delinquency of payment occurs over a two-month period.