



NCHS Tuition Payment Plan Through FACTS

As a Catholic school in the Diocese of Fort Worth, our desire is always to concentrate our available human and financial resources on our primary mission of education. To help us meet this goal we will be co-sourcing through FACTS Management Company for payment of tuition. Our families will be able to access their account online, and:

- Receive reminder emails
- Pay ahead online
- Switch payment methods
- Apply payment to future charges

A Sensible Plan

We are proud to partner with FACTS; this system is used by 6,000 faith-based schools across the country. It is not a loan, there is no debt, no interest or finance charges are assessed, and there is no credit check. The FACTS annual enrollment fee will be deducted from your account prior to the first scheduled tuition payment. Tuition is handled conveniently and securely through a preauthorized payment on the 5nd or 20th of the month, from your checking or savings.

Payment Plan Options

- ❖ **Monthly payments through FACTS**, 10 payments July-April, skip May & June. \$43 FACTS annual enrollment fee.
- ❖ **Payment in Full through FACTS**, due on June 5th. No FACTS annual enrollment fee. ACH date must be scheduled by June 3rd to meet payment deadline of June 5th.

Fees assessed by NCHS Tuition Payment Plan

- ❖ **Tuition Refund Guarantee Plan:** 3.75% of the amount financed. **Must be paid no later than June 5th and is not part of any FACTS payment.**
- ❖ **Administrative Fee:** 3.90% of the amount financed is added to each payment.
- ❖ **Late payment Fee:** \$30.00 assessed and added to your FACTS account if payments are more than 5 calendar days after the scheduled payment date.

Fees assessed by FACTS Management

- ❖ **FACTS Annual Enrollment Fee:** \$43.00. Added to your account prior to first scheduled payment
- ❖ **Returned Payment Fee:** \$30.00. Assessed at the time of payment if insufficient funds are available.

Convenient Online Enrollment

You can enroll in the NCHS Tuition Payment Plan through FACTS by going to the school's web site. Enrolling is secure and convenient and should take about five minutes to complete. Look for the FACTS logo.



Be sure to have the following information ready:

- The name, street address, and e-mail address of the person responsible for making the payments.
- To protect your privacy, you will be asked to create your own unique FACTS Access Code. Please be sure it is something you can easily remember.
- Account information for the person responsible for payment: bank name, telephone number, account number, and the bank routing number. Most of this information is located on your check.

To protect your privacy, you will be asked to create your own unique FACTS user ID and Password and a security question. Before you click the Submit button, please carefully read through the Final Review and the Terms and Conditions. Notification confirming your online enrollment in a FACTS payment plan will be sent to you after the school enters the tuition amount due for the year and activates your agreement. The annual enrollment fee will be automatically deducted from your account within the next 14 days.

If you have questions about enrolling in FACTS please contact the business office. Once you have a FACTS plan set up, you may contact FACTS directly 866-441-4637 or view your agreement online through your *Consumer Portal* Account. To access the *Consumer Portal*, follow the instructions located on the FACTS Confirmation Notification or e-mail. FACTS customer service representatives are available Monday - Thursday, 7:30 am to 7:00 pm (CT), and Friday, 7:30 am to 5:00 pm.

Frequently Asked Questions

- 1. Can I pay a portion of the tuition by check/cash and the remaining amount through the NCHS Tuition Payment Option?** Absolutely! Simply pay the check/cash amount to the Business office and enroll in FACTS no later than June 5th. The remaining balance will be part of your FACTS account.
- 2. How do I pay the Class Mandatory Fees?** For your convenience, the class mandatory fees will be added to your FACTS account. However, payment can be made directly to the business office either in person or by credit card **NO LATER THAN JUNE 5TH**.
- 3. When will the funds be withdrawn from my bank account?** While FACTS transacts each payment on the date you have specified, it is your financial institution that determines the time of day the payment is debited. FACTS recommends checking with your financial institution to determine how far in advance funds should be deposited into your account to ensure the automatic payment clears. If a payment date falls on a weekend or banking holiday, the payment will be transacted the following business day.
- 4. How will I be notified of my payment information?** Once your agreement is posted to the FACTS system and the School enters the net tuition amount, you will receive a confirmation notification of your payment amount by e-mail or letter in approximately 10 days. Payments will be processed until the total balance is paid in full. The notification has important information you must have to log on to *Consumer Portal* Account. You will receive a reminder email five days prior to the upcoming payment and have the option to change payment method or pay ahead online at any time.

5. How do I use my user ID and Password? To help protect your privacy, FACTS asks the person responsible for the payments to create an access code. If you should inquire online through the *Consumer Portal* Account or call into FACTS inquiring about your FACTS agreement, you will be required to verify your FACTS Access Code

6. What happens if FACTS attempts to process my payment and there are not enough funds in my account? Should an automatic bank payment or credit card payment be returned, a \$30.00 FACTS Returned Payment Fee will be automatically assessed to your account. This is separate from any fee the school may assess. You will be notified by FACTS of the returned payment via e-mail or postal mail. The payment will be reattempted approximately 15 days later. If unexpected circumstances arise, please contact the school office 2 business days prior to payment to discuss a change to your upcoming payment.

7. What happens if my payment is late? If your scheduled payment is made more than 5 calendar days after your scheduled payment date, a \$30.00 late fee will be assessed. This late fee will be added to your FACTS agreement and will appear online through the *Consumer Portal* Account.

8. What about enrollment in the FACTS payment plan in future years? The FACTS payment plan enables the school to automatically reenroll families in payment plans over successive years, saving time for both the school office and your family. Should your tuition payments be made through FACTS the following year, you would be notified in advance by the school.

We Look Forward to Serving You Better!

Nolan Catholic High School looks forward to our partnership with FACTS and the efficiency and technology it brings to our school. Should you have any questions regarding this plan, please contact the school business office at (817)395-0252 or FACTS at 866-441-4637.