

Transition to FACTS tuition management service

Bethany Academy will be using FACTS tuition management service beginning with the 2018-2019 school year. FACTS will replace TADS for all billing and payment collection activities. Because FACTS provides an integration with Parents Web, families will be able to access their FACTS account through the Parents Web portal. Another change this year is that the school is moving to online enrollment. As part of the online enrollment, you will be prompted to set up your account with FACTS.

The online enrollment process will provide general tuition information for 2018 – 2019, but will not display any specific tuition, fee, discount or financial aid information for your family. This enrollment process only sets up your FACTS tuition account. Tuition and any applicable fees, discounts or financial aid will be added to your account at a later date (by May 20th or earlier if enrollment is completed by the deadline). You will receive an email confirmation detailing all of the financial data before payments are due.

One of the steps in the online enrollment will direct you to “Go to FACTS”.

The screenshot shows the online enrollment interface for Bethany Academy. At the top, it says "Online Enrollment" and "Logged in as Ben Hasselblad (Log Out)". The Bethany Academy logo is prominently displayed. On the left, a sidebar lists the user's information: Annika Hasselblad, Year: 2018-2019, Grade: 11, and a list of "Instructions & Resources" including Enrollee Information, Religious Affiliation, Household, Grandparents, Emergency Contacts and Authorized Pickup, Medical Information, Student Driver Authorization, and Statement of Faith. The main content area is titled "FACTS Tuition" and contains the instruction: "You must now complete the Payment Plan setup in the FACTS system." Below this is a "Please note" section explaining the multi-step process. A "Go to FACTS" button is highlighted with a red circle. At the bottom, there are navigation buttons: "< Save & Back", "Save", and "Save & Next >".

The first step in FACTS will be to select your payment plan and payment method. Please note that the monthly payment schedule only allows automatic payments.



Bethany Academy

2018-2019 School Year

LIVE HELP

Progress Tracker



Payment Plan Options

Select a payment schedule

Show: All Items Selected

Pay in Full Payment Plan

Select	Payment Method	Number of Payments	Beginning Month	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input checked="" type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Bank Account Credit Card 	1	June 2018	5th	24 May 2018	\$10.00
<input type="radio"/>	Invoice	1	June 2018	5th	11 May 2018	\$10.00

Semi-Annual Payment Plan

Select	Payment Method	Number of Payments	Payment Months	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Bank Account Credit Card 	2	June 2018 December 2018	5th	24 May 2018	\$10.00
<input type="radio"/>	Invoice	2	June 2018 December 2018	5th	11 May 2018	\$10.00

Quarterly Payment Plan

Select	Payment Method	Number of Payments	Payment Months	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Bank Account Credit Card 	4	June 2018 September 2018 December 2018 March 2019	5th	24 May 2018	\$50.00
<input type="radio"/>	Invoice	4	June 2018 September 2018 December 2018 March 2019	5th	11 May 2018	\$50.00

Monthly Payment Plan

Select	Payment Method	Number of Payments	Beginning Month	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Bank Account Credit Card 	12	June 2018	5th	24 May 2018	\$50.00

Back Next | Cancel

Choose one of the payment plans

If you choose an automatic payment method, the next step will be entering your credit card or bank information. If you chose to pay by invoice, you will not be prompted to complete this step. Please note that credit card payments will be assessed a processing fee.

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Bethany Academy 2018-2019 School Year

Progress Tracker

Plan Options **Payment Details** Payment Schedule Review & Authorize

Payment Details

Please enter your primary financial account for payments

Pay using

- Select --
- Add Bank Account --
- Add Credit Card --

The following processing fees may apply:

- Credit Card - up to 2.85%
- Debit Card - up to 2.85%
- Checking or Savings account - no fee

The amount will be disclosed once you select your payment method.
Card transactions for Bethany Academy are processed by FACTS Management Company, USA.

The next step will list your schedule payments for the year based on the payment plan you selected:

Bethany Academy 2018-2019 School Year

Progress Tracker

Plan Options **Payment Schedule** Review & Authorize

Payment Schedule

Future Payment Schedule

Payments will be on the 5th of the month.

Due Date	Description
Tuesday, June 05, 2018	Budgeted Invoice
Wednesday, September 05, 2018	Budgeted Invoice
Wednesday, December 05, 2018	Budgeted Invoice
Tuesday, March 05, 2019	Budgeted Invoice

Invoice will be sent approximately 20 days prior to the due date shown.
The Enrollment Fee of \$50.00 will be included in the first scheduled invoice payment.
The following processing fees apply:

- Credit Card - up to 2.85%
- Debit Card - up to 2.85%
- Checking or Savings account - no fee

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The final step is to review your contact information and accept the terms and conditions.

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Bethany Academy

2018-2019 School Year

Progress Tracker

● Plan Options ● Payment Schedule ● Review & Authorize

LIVE HELP

Review & Authorize

[FACTS Returned Payment Fee Policy](#)

Invoices will be sent approximately 20 days prior to their due date.

I have read and accept the [terms and conditions](#) of this payment plan

Back **Done** | **Cancel**

Once submitted you will have the option to print this agreement from your FACTS account history.

Contact Information

Name/Address	Your contact info will be here.	<input checked="" type="checkbox"/> Use e-mail for correspondence
Phone		(Invoices/Statements will be also sent via e-mail)
E-mail		<input checked="" type="checkbox"/> Please send me e-mail payment reminders