TUITION PAYMENT PREFERENCE FORM

SAINT ROBERT SCHOOL
214 East Henry Street, Flushing, Michigan 48433 (810) 659-2503

PARENT/GUARDIAN'S NAME: _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE (   ) _____ Email Address_____

STUDENT(S) NAME _____

The children listed above will be attending St. Robert Catholic School during the _____ school year. I (We) hereby agree that the total tuition obligation for the students listed above for the _____ school year is $ _____.

Tuition for the _____ school year will be paid by: (please check one of the following options)

	FACTS Payment in Full:	Payment is due on or before July 1ˢᵗ. *Payment Methods Offered: Credit Card, Automatic Bank Draft, Invoice.*
	FACTS Semi-Annual Payments:	Pay your tuition in two installments. First installment is due July 1ˢᵗ. Second installment is due December 1ˢᵗ. *Payment Methods Offered: Credit Card, Automatic Bank Draft, Invoice.*
	FACTS Monthly Payments:	Spread your tuition balance over monthly installments. Payments budgeted over ten months starting in July. Payment dates are the 12ᵗʰ or 27ᵗʰ of the month. *Payment Methods Offered: Credit Card, Automatic Bank Draft, Invoice.*
	FACTS Bi-Monthly Payments:	Spread your tuition balance over monthly installments with two payments per month. Payment dates are the 12ᵗʰ & 27ᵗʰ of the month. *Payment Methods Offered: Credit Card, Automatic Bank Draft.*

FACTS Tuition Management will be processing tuition payments for St. Robert School. **NEW FOR 19/20: All tuition payments, as well as the Registration and Technology Fees, must be paid through FACTS**. **Tuition payments will no longer be accepted at the Parish Office unless prior arrangements have been made in advance.** Families can sign in or create a FACTS account by visiting the school web site (www.strobertschool.com). Go to "*Departments*" and click on "*Admissions*". Then, go to the "*Facts Management*" box and click on "*FACTS Sign In*". FACTS Tuition's nonrefundable administrative fee is deducted as soon as the enrollment is received by FACTS. The enrollment fee is $20.00 for 1 or 2 payments and $50.00 for 3 or more payments.

PLEASE NOTE

- **If payments are not received by the due date, a $30.00 late fee per month will be added to the amount due unless alternative arrangements are made with the Parish Office 5 days prior to the due date.**
- **If tuition is not current by the end of the first semester, the parent(s) will be notified and the student(s) will remain out of class until the account is made current.**

NEW FOR 19/20: The FACTS Acknowledgement form, the Payment Preference form and the Registration Agreement must be returned to the **Parish Office** to start the registration process. The $75.00 Registration Fee and $75.00 Technology Fee ($150 total) will be collected at the time of the first tuition payment. A late first payment will result in the registration being put on hold until the payment is made (FACTS will deduct the tuition along with a one-time payment of $150 for the fees)..

I (We) agree to make tuition payments for the _____ school year according to one of the above options.
I (We) will abide by all rules and regulations for students at St Robert School.

_____   _____

Parent Signature   Date

_____   _____

Parent Signature   Date

We are a new St. Robert School family: Yes _____   No _____
A current St. Robert School family referred St. Robert School to us: Yes _____   No _____

Name of referring family: _____