

March 1, 2015

FACTS Tuition Management

Dear Parent,

Enclosed is tuition contract information for the 2015-2016 school year. We appreciate your trust in allowing us to serve your family in the academic, spiritual, and social development of your students. We are looking forward to a fruitful year because of your commitment and that of our staff. Together we are dedicated to your children and to the vision of our school.

Since the stability of our school and the quality of its programs are of primary importance, we have contracted with the FACTS Tuition Management to help us better manage our tuition payment program. FACTS provides over 5500 schools nationally, and over 100 in our Archdiocese, with a "better way" to manage the business side of education. We are excited to be working with them and believe the FACTS program will be beneficial to the school and our families for the following reasons:

1. The initial and long-term savings from FACTS managing Nativity school's payment program can be directly invested in the education of our students. This program will save a great deal of administrative time and costs related to periodic billing, posting, collecting, and follow-up of payments.
2. Parents benefit by having more flexibility with respect to payment options.
3. This program will enable us to project cost and income figures on a more solid basis.
4. Parents can view all payment activity online including previous payments, future payments, adjustments, and the ability to change payment method from month to month.

Nativity School has adopted the following tuition payment policy for the 2015-2016 school year. All payments will be processed by FACTS and families can pay their tuition bill in one of 3 ways.

1. Full payment of tuition using FACTS due September 1, 2015.
2. Two payments using FACTS due on September 1, 2015 and January 1, 2016.
3. Ten monthly payments with FACTS beginning in August. Payments are due on the 10th of the month.

Beginning May 1st parents can use the FACTS link on our website to select the payment plan, payment method, and payment date. FACTS payment options include an, automatic bank payment, or a charge to a credit card (a 2.75% convenience fee will be charged).

If during the school year a family should experience an unexpected and legitimate financial issue, they need to make that known to the school office at least three business days before the payment is due. With sufficient notice the payment amount or date can be adjusted during the school year.

Nativity School is committed to providing a quality, Catholic education to our students - your children. Working with FACTS is one more step in assuring that we can continue our mission. This policy enables families to choose a reasonable payment plan while enabling us to provide a financially and educationally sound institution for your children and the children of generations to come.