

# Our Lady of Mercy Regional Catholic School

*Thank you for registering your child at Our Lady of Mercy Regional Catholic School!*

## **TUITION MANAGEMENT THROUGH FACTS:**

Every family is required to set up a FACTS account once registered at OLM. You can get to FACTS from the OLM school website by clicking on the “Admissions” tab. Located in the drop-down menu is “Tuition & Fees”.

**If you hover the mouse over “Tuition & Fees”, you will see another drop-down menu. Select “FACTS Login”.**

You may also use the link: <https://online.factsmtg.com/signin/4HQWF>

• If you are a new OLM Family, you will need to create an account:

- Go to the FACTS log in page and select “New Account”

- Follow the screen prompts to open up an account.

- Choose the plan you wish to follow. **There are 3 options:**

1. (1) Annual Payment – Due July 20, 2020 - \$20 FACTS fee

2. (2) Semi-annual Payments – Due July 20, 2020 and January 20, 2021 - \$20 FACTS fee

3. (10) Monthly payments – Beginning July 20, 2020 – Ending April 20, 2021 - \$50 FACTS fee

\* Payment plan fees are assigned by FACTS.

• Existing families will have a FACTS account set up from the previous year: The accounts and plans chosen from 2019-2020 will be brought over and used for the 2020-2021 school year.

All accounts will remain in a “pending” file until the end of this school year. At that time, the agreements will be finalized and you will receive an e-mail notification about 10 days from the date your account is activated to advise you of the new status. You will be required to go into your FACTS account to verify that all information is complete and accurate (new students are added and students who transferred out or graduated are removed).

Also, at this time, if you wish to change your plan, you may do so. FACTS fees are withdrawn 10-14 days later.