

OUR LADY OF FATIMA SCHOOL

225 Danbury Road, Wilton, CT 06897

203 762-8100 203 834-0614 (fax)

www.fatimaschoolwilton.org

This registration packet contains all the forms and information that you will need to enroll your child or children for the 2019 – 2020 school year.

It is important that you complete and return these forms sooner than later so that we can provide the diocese with firm numbers for the upcoming year.

Please read all the information and be sure to return the following to the school office:

Enrollment / Tuition Agreement Form (one per family),

Registration Fee of \$ 50.00 per child for new families

**Registration Fee of \$ 50.00 per child for returning families until
March 15th**

**After March 15th the registration fee will be \$ 200.00 for returning
families.**

Please be sure to update any address or contact information on the form and be sure to print clearly – email addresses must be exact, so legibility is very important.

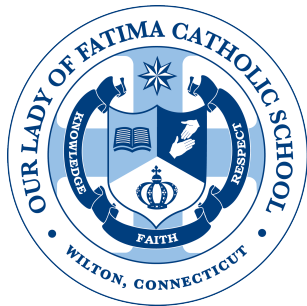
You will also need to go online to the FACTS site (www.FACTSmgt.com) to verify your information and set up your account.

Again This Year:

If you are applying for the Bishop's Scholarship Fund, you must complete the FACTS GRANT & AID Application ONLINE at www.FACTSmgt.com. Be sure to answer ALL the questions and submit the required supporting documentation. It is highly recommended that you scan and upload documents rather than mailing or faxing which can delay the process. There is a non-refundable application processing fee payable by credit card. You must complete this form each year. For questions about the FACTS application process contact FACTS directly at (866)441-4637. This fund is available for grades K - 8

Be sure to adhere to all deadlines because the limited funds are allocated on a first come basis.

We are looking forward to planning for the upcoming school year and appreciate your help in completing the process in a timely manner.



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Welcome to FACTS Payment Plan Registration Our Lady of Fatima 2019-2020 School Year

To complete your registration process, please visit the following link online:

[*https://online.factsmgt.com/signin/3JR9J](https://online.factsmgt.com/signin/3JR9J)

NEW FAMILIES:

You will have the opportunity to create a user account. Please be sure to write down your log in credentials and keep them in a safe place. You will need to contact FACTS directly should you misplace or forget them. Only FACTS can assist with lost user ID's and passwords, your school bookkeeper cannot.

- Select "2019-2020 school year" from the drop down box to indicate the appropriate school year.
- Follow the instructions to complete required demographic information and register your student(s.)
- Select "set up new payment plan" to choose a plan that best suits your financial needs.
- Provide financial information (checking account or credit card) that is to be used for payments.

RETURNING FAMILIES:

Sign in to FACTS **using your existing user name and password.**

- Select "2019-2020 school year" from the drop-down box to indicate the appropriate school year.
- Verify that there are no changes to your demographic information.
- Verify existing students. **Please remember to update student grade level. If you have a new student, add them to your account.**
- Select "set up new payment plan" to designate your plan for this school year.
- Verify that your financial information is accurate and the account you want to be used for payments.

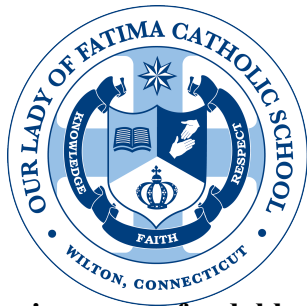
ALL FAMILIES

Registration fees are payable at this time. \$50 registration fee payment (before March 15th) should be paid directly to the school office and should be accompanied by the enrollment/tuition agreement form. After March 15th the registration fee will be \$ 200.00 for returning families.

FACTS administrative fee will be assessed by FACTS. This fee will be drawn by FACTS within two weeks of finalization (usually early May)

FINANCIAL AID: BISHOP'S SCHOLARSHIP FUND

In order to apply for the Bishop's Scholarship Fund a **student must be registered and have paid the registration fee.** The FACTS Grant and Aid application is the application for the Bishop's Scholarship Fund and must be completed **online at www.FACTSmgt.com.** It is highly recommended that you scan and upload your documents rather than mailing or faxing.



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There is a non-refundable application processing fee payable by credit card. One application per family is required annually. For questions about the application process contact FACTS directly at (866) 441-4637.