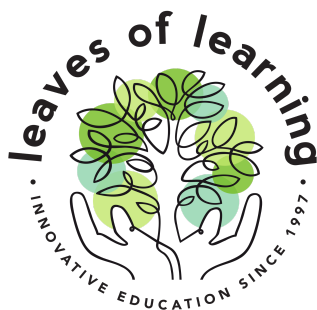




Leaves of Learning 2026/27 Enrollment

We're excited to start our 29th year!

7/8/26

Helpful Tips Before You Start: Complete a [Schedule Planner](#) for each child. View [Schedules](#). Read the [Tuition Contract](#). You can use the [Tuition Chart](#) as you plan classes to keep track of monthly costs.

Current Families: Please follow the steps in green.

STEP 1: CHOOSE CLASSES ON [SAWYER](#)

NEW FAMILIES:

- Set up your Sawyer Account
- Purchase a membership for each student: Add a student and purchase a membership, then click "CONTINUE SHOPPING" until you have a membership for each student.
- Add classes
- Read and sign contracts
- Choose permissions
- Complete payment

CURRENT FAMILIES:

- Add any new students, purchase membership for each student
- Add classes
- Read and sign contracts
- Complete payment

Please Note:

Fee reimbursement: Sawyer adds a \$1 charge for lunch, free choice, and study hall to save your space, but these charges will be credited toward your tuition.

Fill all slots between classes: Students ages 12+ may choose study hall (one per day) and/or lunch. Students ages 6-12 may choose free choice and/or lunch.

Double booking: Unfortunately, the system won't flag double-booked time slots. Please be careful to make sure you haven't selected items with overlapping times.

Classes outside age range: If there is a class outside your child's age range and you would like to request a special exception, please contact [Christie Sawyer](#). There is no guarantee that exceptions can be accommodated, and students within the age range will be given priority.

Sawyer registration fees: Sawyer Credit card fee: 3.0% + \$.30 per transaction through their payment processor, Stripe. Sawyer also charges a \$1.99 fee for every transaction between \$30 - \$100, and \$3.99 for orders over \$100. This fee does not apply to the membership fee. To

minimize this fee, we recommend signing up for all classes at one time. Registration is confirmed once the payment is authorized.

Once You Finish Sawyer, There Are Two More Steps to Complete Registration:

These last two steps provide us with the critical information we need to complete your registration. If not completed within 48 hours of registration, you risk losing the classes you have signed up for.

STEP 1: SET UP [ALMA START](#)

You will use Alma to view student schedules, communicate with teachers, choose a family job, and add/update student/family information.

Walkthrough: [Alma for New Families](#)

- Set up your account
- Enter student/family information
- Enter student health/medical information
- Choose Family Job(s) (If you opted to pay the fee you may skip this step.)

CURRENT FAMILIES - [ALMA START](#):

Walkthrough: [Alma Start for Current Families - Add a New Student](#)

Walkthrough: [Alma Start for Current Families - Re-registration for the 26/27 Year](#)

- Add any new students
- Review and update information. Please note: it is the responsibility of each family to keep health/medical/family information up to date and correct in Alma.

STEP 2: SET UP [FACTS](#) For tuition payments, book fees, and any incidentals* your family may incur.

NEW FAMILIES:

- Set up your account
- Choose a payment plan
- Choose a payment method

CURRENT FAMILIES:

- Review and update personal and financial information for the new year
- Choose a payment plan for the new year
- Choose a payment method for the new year

Please Note:

FACTS charges families an annual fee of between \$25-\$55 per family (depending on which payment option is selected). This fee is set by FACTS and passed on directly to families.

*Dance tickets, yearbooks, spirit wear, etc. Incidentals are billed separately from your tuition and have a separate account in FACTS. Payments are on auto-pay, meaning funds will automatically be deducted on their due date.

Links to FACTS, FAMILY JOBS, SAWYER, and ALMA are on the [Current Families](#) page.
Password is LOL!1997 This password can be found at the bottom of Monday emails.