



Preschool Tuition Payment Preference | 2026-2027

Student(s) Name

Parent/Guardian Information:		
Parents/Guardian name:		
Address:		
Home phone:	Cell phone:	Work phone:
Email address:		

Tuition Payment Options		
Please indicate your choice of tuition payment method by checking Option 1, 2 or 3 for PreK 3 and/or PreK 4.		
Option 1 Payment in Full (2% Discount) <input type="checkbox"/>	Option 2 Three Equal Payments <input type="checkbox"/>	Option 3 Monthly Payments <input type="checkbox"/>
<p>PreK A single payment on or before May 1st. This option entitles the responsible party to a 2% discount on tuition. Once you have selected this option you will receive a letter from the Finance Director with the exact amount of annual tuition to be paid. The payment must be paid directly to St. Catherine of Siena Catholic school via check or money order. If the payment is not received by May 1st, the responsible party must set up a FACTS tuition management no later than May 8th for enrollment to remain valid.</p>	<p>PreK Three payments: July, November, and February. An automatic draft (ACH) from my bank account will be processed by FACTS Tuition Management Company on either the 5th or the 20th of each month. The drafts will occur in July, November, and February.</p>	<p>PreK A bank automatic draft (ACH) will be processed by FACTS Tuition Management Company on either the 5th or the 20th of each month.</p>
<p><input type="checkbox"/> We are new to FACTS and have set up a FACTS tuition account online. REQUIRED IF NEW TO SCS Link: https://online.factsmgt.com/signin/3GH56 (starts with a 1) The payment plan number is: <input type="text"/></p> <p><input type="checkbox"/> We currently have a FACTS account. Please re-enroll me for tuition payment using my current account.</p>		

Withdrawal Fees	
<p>If a family wishes to cancel enrollment, they must notify the Principal and/or the Admission Coordinator in writing of their intent to withdraw. The date of this written notification will determine the tuition amount due. Enrollment Fees: All enrollment fees are non-refundable. Outstanding Tuition: A family withdrawing will be responsible for any outstanding tuition fees. Withdrawal Penalty: In addition to the tuition owed, a withdrawal penalty will be charged, equal to one month's tuition. Payment of all withdrawal fees can be made via check or collected through FACTS Tuition Management.</p>	

<input type="checkbox"/> Catholic Tuition Rate	We would like to receive the Catholic tuition rate.	A Catholic Parish Affiliation form must be filled out, signed, and approved.
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Parent/Guardian Signature: _____	Date: _____
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Thank you!