

**ST. JAMES SCHOOL, 30 PETERS PLACE, RED BANK, NEW JERSEY 07701**

## **Changes for Tuition Payments for the 2015-2016 School Year**

Several changes have been made for tuition payments for the 2015-16 school year in order to provide you more flexibility and convenience.

- 1. All families must have an account with the F.A.C.T.S. Tuition Company.** Please go to [mysaintjames.com](http://mysaintjames.com), click on FACTS 2015-16 login (in the left column) to start the process. Register as a new user. You will be prompted by FACTS to add in your information. This process must be completed by February 13, 2015. **Families who were enrolled in F.A.C.T.S. for the 2014-15 school year will have their accounts automatically rolled over for the 2015-16 school year and do not need to re-enroll.**
2. You may prepay your tuition in full through the FACTS Company on May 5, 2015. There is no FACTS fee for this payment.
3. You may pay your tuition in two payments through the FACTS Company – one half payment on May 5, 2015 and the second one-half payment on November 5, 2015. The FACTS fee for processing these payments is \$10.00.
4. You may pay your tuition monthly over twelve months beginning in May 2014 and ending in April 2015. You have a choice of the 5<sup>th</sup> of the month or 20<sup>th</sup> or the month as your payment date. The FACTS fee for processing these payments is \$38.00.

We hope that these new options will be helpful for you as you budget your tuition payments.

If you have any questions, please do not hesitate to call Barbara Schimpf, Finance Director, at 732-741-3363 then 2 at the menu prompt.