## SET UP A FACTS TUITION MANAGEMENT ACCOUNT

Please have with you a good email address and a check so that you can enter the routing number of your bank and your account number. (Your routing number is the one on the left of your check. The account number will be the last set of numbers on your check.)

If your freshman is a sibling of a currently registered AHS student, please let Bari House know and she will add the student to your existing Aquinas FACTS account.

Bhouse@aquinashigh.org

- 1. Go to <u>aquinashigh.org/FACTS</u>
- 2. If you have not applied for a customized tuition plan through FACTS, you will need to create a new account (username and password). If you have applied for customized tuition, please put in the username and password you used when signing up. If you cannot remember your username and password, please call 1-866-441-4637, and a FACTS representative will help you. Aquinas cannot see your information so you will need to call FACTS.
- 3. Please follow all instructions. When asked for a family ID# and a student ID#, please use your student's last name, first name (ex. Smith, John). All other information you should know.
- 4. Please complete this by May 1, 2025.
- 5. If you select the monthly payment option, your payments will begin to draw in June 2025, on the date you requested. They will end in May 2026.
- 6. If you choose the one payment option, the payment will be drawn on August 1, 2025.
- 7. Please be aware that if you were on a FACTS payment plan at another school, you must create a new FACTS account for Aquinas High School.