

**ANNUAL PAYMENT PLAN
(Preschool Only)**

Families selecting the Annual Payment Plan may pay St. James' School directly by check or money order or through Facts Tuition Management (FACTS). FACTS collects automatic payments as authorized by parents from their bank accounts or charged to their American Express, Discover, or MasterCard account. **Please note: VISA does not participate in the FACTS program.** If you are paying by credit card, a convenience fee will be charged directly to your credit card by FACTS. Please contact FACTS at 1-800-624-7092 for more information regarding the fee. All automatic payments will occur on the 5th of each month.

FACTS and St. James' School never see your bank account and do not have direct access to it. The automatic payment process, which is strictly controlled by state and federal laws, is completely confidential.

FACTS charges a one-time service fee in the amount of **\$10 for the annual plan.** This amount will be charged directly to your account by FACTS within 14 days after you sign up or re-enroll.

If your payment is returned for insufficient funds (NSF), FACTS will charge an NSF fee in the amount of \$25 directly to your account. Also, if applicable, St. James' School will assess a \$30 late fee.

Tuition is due July 1 and must be received prior to July 31 in order to qualify for the Annual Payment Plan. Payments received after July 5 will be assessed a late fee.

Returning Families:

Without Optional Tuition Refund Plan

Balance of Tuition	\$11,130	Due July 5, 2010
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With Optional Tuition Refund Plan

Balance of Tuition	\$11,130	
<i>The Tuition Refund Plan</i>	\$ 150	
(for Annual Payments)		
	\$11,280	Due July 5, 2010

New Families: Tuition and fees.

Without Optional Tuition Refund Plan

Balance of Tuition	\$11,130	
New Student Fee	\$ 1,470	
	\$12,600	Due July 5, 2010

With Optional Tuition Refund Plan

Balance of Tuition	\$11,130	
New Student Fee	\$ 1,470	
<i>The Tuition Refund Plan</i>	\$ 150	
(for Annual Payments)		
	\$12,750	Due July 5, 2010

**Information on how to sign up with FACTS Tuition Management
will be mailed to all families in Early April.**