

Registration Information 2020-2021

Registration for All Families

- **FACTS Online Payment Plan 2020-2021** – Families are required to complete **FACTS Payment Plan online**. Registration is usually completed within 20 minutes provided you complete the online payment plan prior to coming on your designated day.
- **Registration Fee** – 1 flat fee for all students
- **2020-2021 Installment Payment Plans with no Payment Due in March**

General Registration Information

- **Registration Fees Paid in Full or in 2 Payments** - Registration fees may be paid in total on the family registration day or may be divided into two payments. If divided, the **First Payment** is due on the designated family registration day. The **Second Payment is added to your 2020-21 FACTS account to be withdrawn on April 15, 2020**. Registration fees divided between separate parties must be received from both parties by the due dates before a student may be registered.
- **New Siblings Registration** – Registration Fees may be included for new entering **TK or K siblings**, **prior to acceptance, if an application is on file**. Siblings applying to Grds. 1-8 register upon acceptance.
- **Financial Assistance** - Parents applying for tuition assistance are required to return both Registration Forms with payment, by the due date. Modifications to the FACTS/Financial Agreement will be made if assistance is granted. Families granted an award will be notified no later than May 29, 2020.
- **Registration Fee Discount Completed 25 Service Hours** – Families who complete their 25 Family Participation Hours of service for the 2019-2020 school year are eligible to receive a **\$100 Registration Fee Discount per student** upon registering for the 2020-2021 school year. Families are responsible for reporting their hours online through their SchoolSpeak account **prior** to registering. Reported hours are verified by the Administration. If the completion of hours is **divided between parties**, both parties must have a **combined total of 25 service hours reported in order to be eligible** to receive the Registration Fee discount. **(Please see below for instructions on how to report hours)**
- **Registration Fee Discount Projected 25 Service Hour Completion** – Families may be granted the Registration Fee Discount based on **projected** completion of the 25 service hours. **Projected hours must be completed and recorded by May 29, 2020 (last day of school)**. Families granted the discount based on projected completion who do not meet the 25 service hour requirement by May 29, 2020 will have **the discounted amount of \$100/student added to the August 2020 FACTS installment payment**. **Families who have paid their tuition in full will have the discounted amount billed to their FACTS account payable in August.**

• **To Report Hours**

1 - Go to the **Schoolspeak Website**

Log into your account

Click on **Parent Hours link** in the left hand column

or

2 - Go to the **Schoolspeak.com**

Select **St Francis of Assisi Elementary School**

Scroll down through the main page and **click on Parent Hours** (under the main announcements)

- **Registration Fees are Non-refundable**