

ST. ROCCO SCHOOL
“Sharing the love of the Heart of Christ”

Dear Parent or Guardian:

As you are aware, over the past several years we have continued to improve the financial stability of our school and the quality of programs offered to your child or children. One of the issues with which we have had to contend is the timing of tuition receipts versus school expenses. To help address the cash flow issue, minimize the need for future extraordinary tuition increases, and cause the least disruption to you, we are continuing to use the FACTS Management tuition payment plan.

We are enclosing the FACTS Automatic Tuition Payment Agreement form for your child’s tuition for the academic year 2008-2009.

Families can pay their tuition bill in one of three ways:

1. Full payments of tuition by July 15, 2008. (This payment is made directly to the school). However, your fundraising fee of \$400.00 is also due at this time unless you choose to participate in the fundraising program as stated below.
2. **AUTOMATIC WITHDRAWAL** (11 automatic monthly payments from your checking or savings account through the FACTS payment plan. Payments will start July 2008 and may be processed on the 5th or 20th of each month. There is a \$38.00 per year enrollment fee per family charge for using this option. This fee will be automatically deducted from your account by June 15, 2008. (Please see brochure for privacy policy.)
3. **VISA OR MASTER CARD** (a form is available upon request). Procedure is as stated in No. 2. If you elect to pay by credit, debit or check card, your monthly payment, along with a convenience fee of \$2.50 per \$100.00 will be automatically charged to your account. This is in addition to any non-refundable enrollment fee.

**EVERY FAMILY IS REQUIRED TO RETURN THE BLUE FORM
SO THAT WE MAY CALCULATE YOUR CHILD’S TUITION**

PLEASE NOTE: The fundraising fee of \$400.00 per family will be included in your family’s tuition bill.

Anyone participating in any other school sponsored fundraising program that will be offered in September (i.e. – Stop & Shop Shopping Cards, Entertainment Books, Sally Foster) will receive a one time credit of dollars earned. The amount earned will be forwarded to FACTS in January, 2009 and credit will be applied towards your tuition balance for the 2008-2009 school year. Facts will then acknowledge the credit and changes to your account.

Instructions for filling out the FACTS form: (1 per family)

1. Fill in sections 1, 2, & 3 completely, section 4, only check off payment data box (5th or 20th), and omit section 5.
2. Be sure to sign your form.(section 6)
3. Return FACTS Automatic Tuition Payment Agreement (all copies) and blue sheet to school. Once processed the pink copy of this agreement will be forwarded to you.

**ANYONE PAYING BY CREDIT CARD OR IN FULL DOES NOT HAVE TO FILL OUT
THIS FORM – JUST RETURN THE BLUE SHEET**

CHRIST is the reason for this school. ~in our minds, on our lips, and always in our hearts~