



2011 FACTS 2012

TUITION MANAGEMENT

“SINCE THE QUALITY OF OUR PROGRAMS IS OF PRIMARY IMPORTANCE TO US...

We are pleased to continue partnering with the FACTS Tuition Management Company to help manage our tuition program. All processing of tuition and incidental charges will be managed by FACTS, allowing us to spend more time and energy on education, development, and other school related issues, as well as providing a strong, consistent cash flow to meet the demands of educational and operational costs of running our school. FACTS serves over 4,000 schools nationwide and is the industry leader in tuition management for private and faith-based schools.

Garland Elmore
School Principal

Vicki Hess
Preschool Director

Eric Mounts
Senior Pastor

Lee Walker
Executive Pastor



This newsletter contains very important information regarding your tuition for the 2011-2012 school year. Please read thoroughly to learn about your tuition payment options.

If you are a returning family, your FACTS account will only require a simple review of your information. However, new families will be contacted by Sheri Roberts for an appointment to set up your FACTS account.

Please note the following policy: For 2011-2012, parents are required to log on to their accounts once a month to pay all billing charges other than tuition. If you prefer, you may enroll in Auto Pay for these charges. Tuition payments will continue to be automatically drafted as they have been in the past. Please contact Sheri Roberts for assistance.

Your initial charges will appear on your account by mid-August. Any time after that, you may log in and see an itemization of your bill. Based on your indications when you set up your account, your payments will be drafted as instructed. The initial payment action will be taken by either September 5th or 20th, based on your indication.

You will receive an email reminder from FACTS two weeks prior to the automatic bank draft or Credit Card payment. Please be sure to log on to your account frequently to review your charges.

As shown on the website, your options include:

- Pay in full by September 5th or 20th (this will provide you with a 3% discount).

- Pay in two payments due in September (5th or 20th) and January (5th or 20th).
- Pay in 10 monthly payments due each month September through June (5th or 20th) each month.

In any case, please note:

All payments must be securely made online using your bank account or MasterCard (VISA cards are not accepted).

- Please visit the www.BibleCenterSchool.com
- Click **Facts Tuition Management** on the left
- Choose **2011-2012 FACTS Registration & Management**.

With FACTS, Bible Center maintains full decision-making control. We want to make all of your arrangements with Bible Center School and Preschool the best possible.

If you have any questions you may contact **Sheri Roberts**, Billing Clerk in the Financial Office, at **304-346-0431** or sroberts@biblecenterchurch.com.

We look forward to serving your family in the coming year!