



## New Family Online Enrollment Instructions

**\*TUITION CAN'T BE APPLIED UNTIL AFTER YOU HAVE COMPLETED ONLINE ENROLLMENT\***

**St. Jerome School** has partnered with Smart Tuition to service your child's 2021-2022 tuition account. To enroll online, please follow the instructions below:

### **1. BEGIN THE ONLINE ENROLLMENT PROCESS**

Please visit us at [www.EnrollWithSmart.com](http://www.EnrollWithSmart.com)

### **2. FIND YOUR SCHOOL**

Enter your school's name in the search box or use school **ID# 12060**. Make your selection by clicking the green circle.

### **3. SECTION 1 - WHO WILL PAY?**

Enter the parent, guardian, or bill payer's contact information. Please provide your telephone number and email address, as Smart Tuition regularly communicates important information about your account via telephone and email.

### **4. SECTION 2 - WHO WILL ATTEND?**

Enter the name and grade of the children who will attend the school.

### **5. SECTION 3 - HOW & WHEN TO PAY?**

Choose a payment plan offered by your school. The payment plans listed are selected by your school and cannot be changed by Smart Tuition. Select your preferred payment method and due date from the options offered by your school.

### **6. SECTION 4 -SUBMIT**

Review your information and Smart Tuition's terms and conditions.

Click **SUBMIT ENROLLMENT** to complete your online enrollment.

## **ACCOUNT ACTIVATION**

Once your school has reviewed and activated your account, you will receive an email with login instructions. To view your balance, make payments, update your personal information, or chat with a live representative, access your Smart Tuition account at

[www.parent.smarttuition.com](http://www.parent.smarttuition.com). The Smart Tuition program manages tuition payments and follows the policies established at the school. Decisions regarding tuition amounts, tuition aid, scholarships, and all other tuition related items are made by your school.

We look forward to working with you and your family this year! Our Parent Help Center is always available to assist you. We're open 24 hours a day, 365 days a year.

Call us at **(888) 868-8828**.