

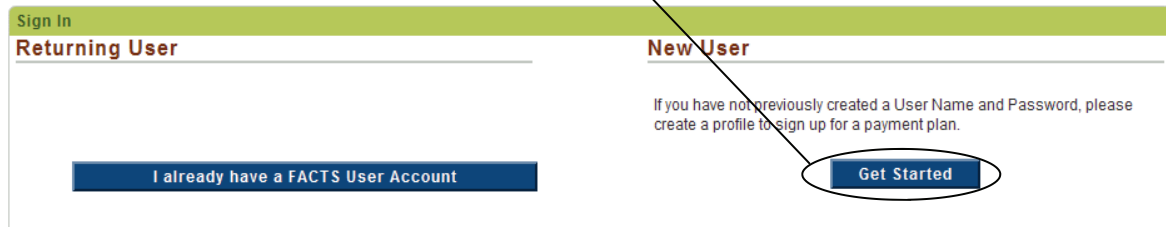
FACTS PAYMENT PLAN SET UP FOR FAMILIES

HERE ARE SOME ITEMS THAT YOU MAY NEED:

- STUDENT ID(S) IF APPLICABLE (PROVIDED BY YOUR SCHOOL)
- PAYMENT ACCOUNT INFORMATION (CHECK AND/OR CREDIT CARD)

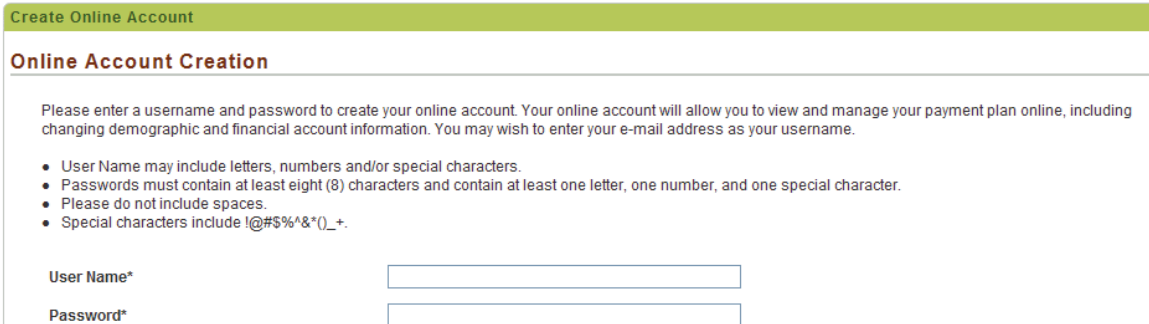
- 1 Go to your school's website to find the FACTS information link. Once there, click the **'Get Started'** button under **'New User'**.

Payment Plan Setup - Welcome



- 2 Enter student information for each student on the agreement.
- 3 Select a payment plan option.
- 4 * Enter the Responsible Party's demographic information and enter a user name and password. This information is required and allows you to maintain your account and agreement information.

Payment Plan Setup - Step 3 of 6



- 5 Enter financial account information for making payments.
- 6 Review your account summary and click the 'Submit' button.
- 7 Select to print or e-mail your confirmation page. It includes your agreement number which will be needed when referencing your tuition payment plan with your school and FACTS.

If you have any questions, please contact a FACTS representative at (866) 441-4637.