



P O R T S M O U T H A B B E Y S C H O O L

FACTS - IMPORTANT INFORMATION REGARDING YOUR TUITION FOR THE 2021-2022 SCHOOL YEAR.

Portsmouth Abbey School has contracted with FACTS Management Company to collect and process tuition payments and fees for the 2021-2022 school year. FACTS is an automated payment system that allows parents to pre-authorize their bank or credit card company to automatically transfer funds to Portsmouth Abbey School on pre-approved installment payment dates. No more mailing tuition checks unless you choose to pay tuition and fees upfront, and in full, by the beginning of the school year. Pre-authorized payments can be processed conveniently from your checking, savings and/or credit card accounts.

Portsmouth Abbey School and FACTS Management offer the following tuition payment options:

Option A. Paying in Full

1. Mail your payment to:
 Portsmouth Abbey School
 Attention: Business Office
 285 Cory's Lane
 Portsmouth, RI 02871

2. Or, wire your payment to:
 TD Bank
 533 West Main Road
 Middletown, RI 02842
 ABA #211370545
 Swift code: NRTHUS33XXX
 Account #8257852638
 Account Name: Order of St Benedict in Portsmouth, RI
 Please include student's name and purpose of payment in wire

Please remember to make your full payment by July 1, 2021. Please note there is a 2.5% processing fee associated with credit card payments. *You must enroll online with FACTS (registration login will be sent to you directly from FACTS).*

Option B. Paying in Two Installments (60% of tuition due by July 1, 2021 and 40% of tuition due by Dec. 1, 2021)

1. Make a secure payment to FACTS online with your bank account
2. Mail your payment to FACTS

Please remember to make your 60% payment by July 1, 2021. Please note there is a 2.5% processing fee associated with credit card payments. *Once you receive an initial letter from FACTS, you must enroll online (registration login will be sent to you directly from FACTS).*



PORTSMOUTH ABBEY SCHOOL

Option C. Budgeting Payment – 10 month payment plan

Once you receive an initial letter from FACTS, you must enroll in a payment plan online prior to **April 16, 2021** to view and receive monthly tuition expenses for an annual \$60 non-refundable application fee. Your payments will begin in **July for the 10 month payment plan**. Budgeted payments may be arranged in one of the following ways:

1. Automatic payments are processed from your checking or savings account (ACH) on the first or fifteenth of each month.
2. Automatic payments are processed from your credit card on the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.
3. Secure monthly electronic payments are made online directly to FACTS from your checking or savings account, which are to be paid by the first or fifteenth of each month.
4. Secure monthly electronic payments are made online directly to FACTS from your credit card, which are to be paid by the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.

Option D. Budgeting Payment – 11 month payment plan

Once you receive an initial letter from FACTS, you must enroll in a payment plan online prior to **April 16, 2021** to view and receive monthly tuition expenses for an annual \$60 non-refundable application fee. Your payments will begin in **June for the 11 month payment plan**. Budgeted payments may be arranged in one of the following ways:

1. Automatic payments are processed from your checking or savings account (ACH) on the first or fifteenth of each month.
2. Automatic payments are processed from your credit card on the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.
3. Secure monthly electronic payments are made online directly to FACTS from your checking or savings account, which are to be paid by the first or fifteenth of each month.
4. Secure monthly electronic payments are made online directly to FACTS from your credit card, which are to be paid by the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.

Option E. Budgeting Payment – 12 month payment plan

Once you receive an initial letter from FACTS, you must enroll in a payment plan online by **April 16, 2021** to view and receive monthly tuition expenses for an annual \$60 non-refundable application fee. Your payments will begin in **May for the 12 month payment plan**. Budgeted payments may be arranged in one of the following ways:

1. Automatic payments are processed from your checking or savings account (ACH) on the first or fifteenth of each month.
2. Automatic payments are processed from your credit card on the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.
3. Secure monthly electronic payments are made online directly to FACTS from your checking or savings account, which are to be paid by the first or fifteenth of each month.
4. Secure monthly electronic payments are made online directly to FACTS from your credit card, which are to be paid by the first or fifteenth of each month. Please note there is a 2.5% processing fee associated with credit card payments.

Once you receive a “Welcome” letter or email from FACTS, simply go to their website link provided and follow the easy instructions. If any step of the process is unclear, please do not hesitate to contact Jenn Heaps or myself during regular business hours at 401-643-1236.