PAYMENT INSTRUCTIONS
2027-2028

All payments must be made using the **FACTS** System including payment made-in-full. (PLEASE NOTE that entry into the **FACTS** System will occur as **one of the steps in the FACTS SIS online enrollment process**.)

Within the **FACTS System**, each family (or **each parent/ guardian making separate payment**) will:

- Establish a FACTS Payment account
- Select a payment plan for 2027-2028
- Pay an initial, **non-refundable**, registration fee of $2,500 for each student

Full tuition is due on or before **June 5, 2027,** to avoid additional charges. All other payment plans carry additional processing/installment fees as outlined below.

Payment Plan Options for 2027-2028:

1. Payment-in-Full – **due on or before June 5, 2027,** with no additional processing fee. Credit card, check (payable to FACTS) or electronic check are accepted payment methods. A fee of 3.05% will be charged for all credit card payments. Purchase of the Tuition Refund Plan of $600 is highly recommended.
2. Two Payments – **one payment in June 2027** and **one payment in January 2028** with a $212.50 installment fee added to each of these payments. Credit card, check (payable to FACTS) or electronic check are accepted payment methods. An additional fee of 3.05% will be charged for all credit card payments. Purchase of the Tuition Refund Plan of $600 is highly recommended.
3. Monthly Payments – **monthly payments (up to 10 months) will begin in June 2027 and end in March 2028** with an $85 installment fee added to each of these payments. Credit card, check (payable to FACTS) or electronic check are accepted payment methods. An additional fee of 3.05% will be charged for all credit card payments. Purchase of the Tuition Refund Plan of $600 is highly recommended.

PLEASE NOTE:

1. **All payments for 2027-2028 will automatically be set up as ACH or credit card payments. If you have questions, please contact the Business Office at 972-774-1772 x2235.**
2. **Accounts must be current on 8/01/2027 for student(s) to begin school. Any tuition refunds requested after 8/01/2027 will be subject to the terms of the Tuition Refund Plan.** In addition**, accounts must be current on 12/15/2027 for student(s) to return to school in January 2028.**

TUITION REFUND PLAN $600

If purchased, the Tuition Refund Plan will refund 60% of the unused portion of the paid tuition should you decide to withdraw your student from school for any reason, and 75% will be refunded if the withdrawal is for medical reasons.

If you have any questions regarding the payment plans, please contact the Business Office at 972-774-1772 x2235.

Failure to meet the selected schedule of payments will give Shelton certain rights which may be executed at Shelton's sole discretion including:

1. The right to withhold official and unofficial transcripts.
2. The right to withhold diplomas.
3. The right to withhold grades, credits, and all other educational records.
4. The right to prevent students from attending classes, taking examinations, or walking for graduation.
5. The right to prevent students from participating in extracurricular activities.
6. The right to impose probations, suspensions, or dismissals.

We appreciate the opportunity to educate your students and look forward to an outstanding year!