


FACTS Instruction Sheet

If you have not yet set up a CJ payment plan with FACTS, please follow these instructions:

Convenient Online Enrollment (2017-18 not available until February 1st)

- In an internet browser, go to <https://online.factsmgt.com/signin/3XJQ3>
- If you already have a FACTS profile, enter your username and password, and click “Sign in”. This is the same username and password used for the financial aid application.
- If you do not yet have a FACTS profile, click “Create a username & password”.
- If more than one household is financially responsible, a FACTS account must be created for each household.

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Chaminade Julienne Catholic High School

Welcome to Chaminade Julienne High School!

Enrolling in a FACTS tuition payment plan allows you to select a payment option that best suits your financial needs. The plans listed below are offered by your school. Depending on the start and end date of each plan, they may not always be offered.

Monthly Payments:
Spread your tuition balance over monthly installments.
Payment Methods Offered: Credit Card, Automatic Bank Draft

Quarterly Payments:
Pay your tuition in quarterly installments.
Payment Methods Offered: Credit Card, Automatic Bank Draft

Semi-Annual Payments:
Pay your tuition in Semi-Annual installments.
Payment Methods Offered: Credit Card, Automatic Bank Draft

Full Payment:
Pay your tuition in full installment.
Payment Methods Offered: Credit Card, Automatic Bank Draft

Please note, payments made through a credit/debit card are assessed an additional charge for processing.

Sign In

Username

Password

[Sign in](#) [Sign in using your e-mail](#)

[Forgot Username / Password?](#)

New Account

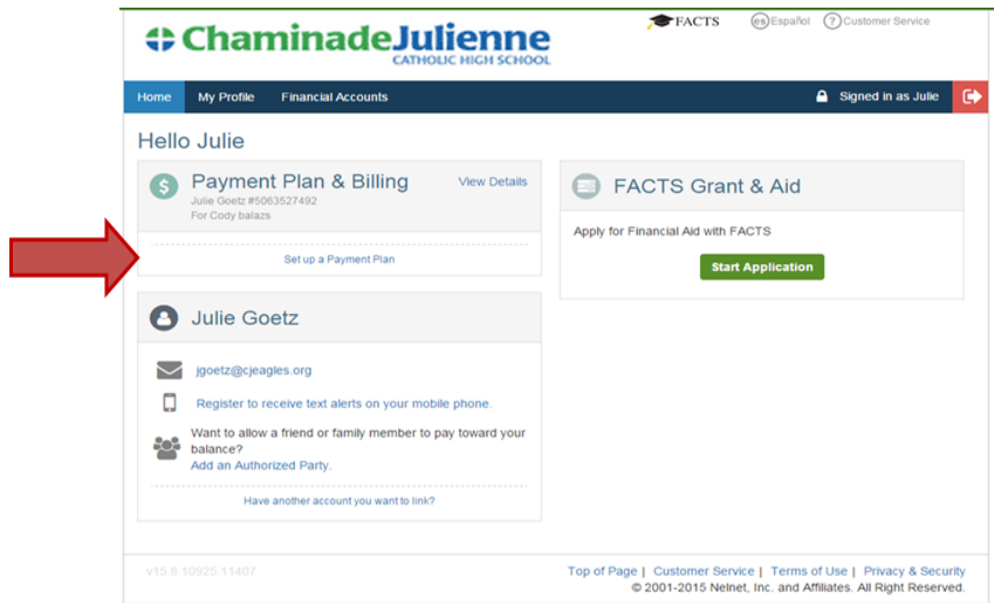
[New user? Create an online account.](#)

[Create a username & password](#)

[Having difficulties? Check our FAQs.](#)

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- Under Payment Plan & Billing, click “Set up a Payment Plan”



Be sure to have the following account information for the person responsible for payment:

- Paying by check; most of the following information is located on your check:
 - bank name
 - telephone number
 - account number
 - bank routing number
- Paying by credit card; have your card information available.
 - **NEW:** An additional credit card processing fee will be assessed by FACTS

Payment Plan Options

Equal payments will be automatically deducted from a designated checking or savings account; or automatically charged to a credit card of your choice on the 5th or 20th of each month. American Express, Discover, Master Card and Visa are accepted.

Full: 1 payment in July 2017

Semi-Annual: 2 payments — July 2017 and December 2017

Quarterly: 4 payments — July 2017, October 2017,
January 2018, and April 2018

Monthly: 10 payments starting in July 2017 and ending in April 2018

- Select your payment plan and CJ will finalize the agreement by entering the amount to be paid.
- Before you click the “Submit” button, carefully read the Final Review. FACTS will process the agreement and send you a confirmation letter with the amount and dates of your payments once CJ has finalized your agreement.
- **NEW:** CJ FACTS payment plan enrollment fee will be paid by CJ. There is no cost to you.

If you have questions about enrolling in FACTS, you may contact FACTS directly (866) 441-4637, or view your agreement online at <https://online.factsmtg.com>.