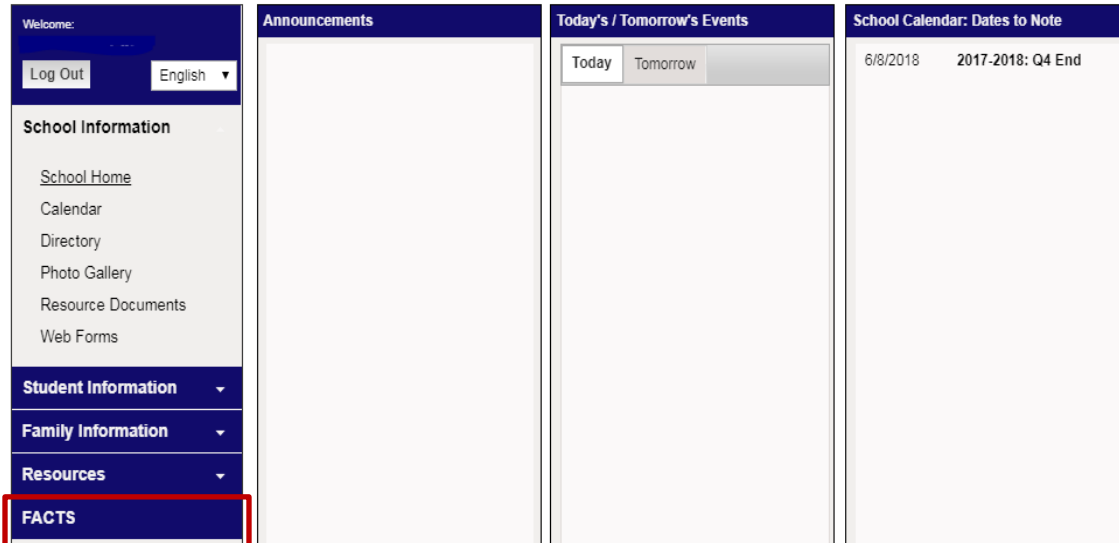
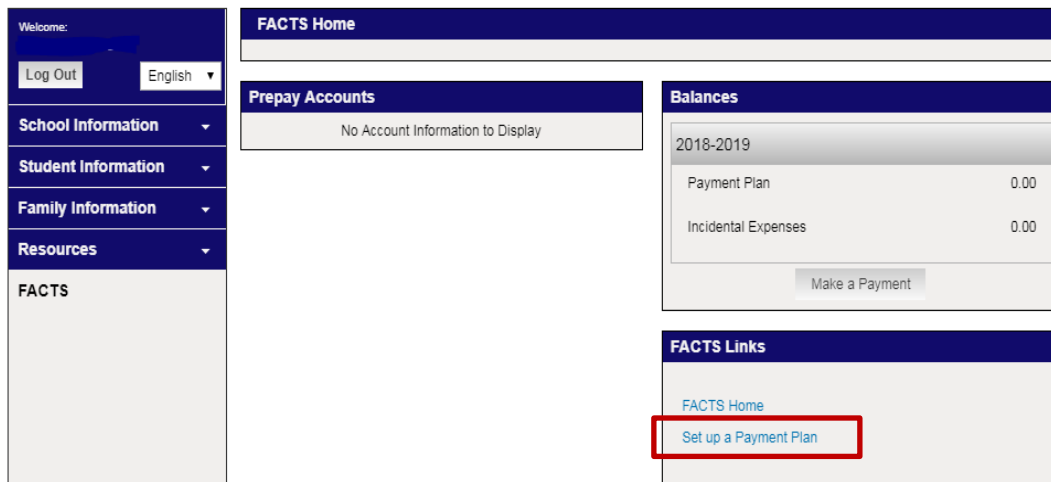


Setting up a FACTS Payment Plan

1 Log in to ParentsWeb and select FACTS from the left hand menu.



2 Select the link to **Set Up a Payment Plan**.



3 **Plan Options:** Select a payment plan. Note information about possible fees.

4 **Payment Details:** Enter your financial account information.

5 **Payment Schedule:** Select your payment date and review your schedule.

6 **Review & Authorize:** Check the box to agree to the Terms & Conditions and click "Submit"

You may contact a FACTS representative at (866) 441-4637 with questions regarding your payment plan set-up.