



Mary, Queen of the Holy Rosary Catholic School

A 2011 National Blue Ribbon School



Catholic Values ✕ Academic Excellence ✕ Successful Students

Dear Mary Queen School Parent/Guardian,

For the 2016-2017 school year, we are using FACTS for both financial aid assessment, and tuition and general accounts payments. You will have one FACTS login, and then you can go to the features that you need to use. Some information that may be helpful to you is:

1. For financial aid assessment, only one FACTS application is needed, even if you apply for more than one school, i.e., Mary Queen and Lexington Catholic High School. You designate within FACTS which schools are to receive your financial aid assessment.
2. For tuition and general accounts payments through FACTS, you will login to FACTS with same user name and password; however, for payments, you have to set up a school specific payment account. For example, you have to pay Mary Queen of the Holy Rosary School separately from Lexington Catholic.
3. FACTS payment options include ACH or credit card (for a small added fee). We believe that FACTS will allow you to more easily manage your payment accounts.
4. Cafeteria payments will not go through FACTS. Cafeteria payments will continue through My School Bucks, or can be paid by cash or check and placed in the black cafeteria box in the school office.

During the online enrollment process, you will be directed to FACTS in order to set up your payment information. If you have an existing FACTS account, you will log in using your existing username and password. If you cannot remember your existing username/password, call the FACTS 24 hour parent line at 866-441-4637. If you are new to Mary Queen School and have never had a FACTS user account, you will be prompted to create one.

The FACTS payment account is specific to each school. The FACTS payment account will be for all students that you have at a particular school. For Mary Queen school enrollment, you will be redirected to FACTS to set up a payment account. After your FACTS payment account set up is completed you will be sent back to online enrollment to complete the enrollment packet. You need to know that:

1. There is a fee to set up the account of \$46 per school to pay both tuition and general account charges. If you opt to pay tuition in full rather than 12 monthly payments, the fee is only \$20 to cover payment of any general account charges.

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<http://maryqueenschool.cdlex.org>

2. Only one FACTS payment account for MQHR is required. If you enroll an additional student(s), you will not have to set up another FACTS payment account.

One of the universal challenges in education is achieving a balance between our educational mission and financial stability. It is precisely for this reason, the Diocese of Lexington is requiring all schools to use the FACTS Management Company. With FACTS, Mary Queen still maintains decision-making control. As always, we will continue to work with families should special circumstances arise during the school year.

Thank you for your continued support,

Ms. Brown