



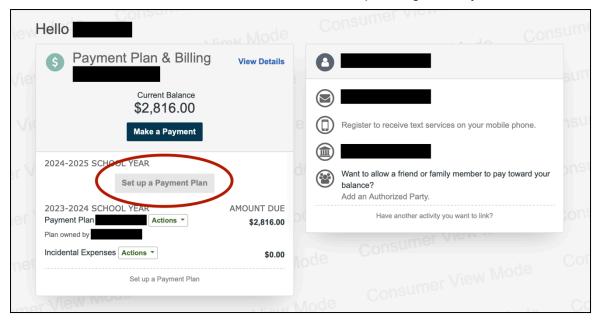
(Re-)Enrollment in FACTS Tuition Management

In order to reserve a place for your child(ren) in the upcoming school year, families or financially responsible parties must return a signed version of the Enrollment Contract and set up a FACTS Tuition Management account, and a payment plan for the next school year, by the specified deadline. A non-refundable deposit, equal to one month's tuition, will then be billed (with a corresponding payment deadline) through FACTS. This payment serves as September tuition.

This guide explains how to set up a FACTS Tuition Management account and a payment plan for **returning families** as well as for **new families**. If you have problems or further questions related to FACTS, please reach out to Christian Michalek, SAGA's Business Manager (christian@sagaschool.org).

Returning Families

Log in to your existing account in FACTS Tuition Management and click on "Set up a Payment Plan". This button is located below the header for the upcoming school year.



The system will guide you through the process. You must review your contact information and update it, if necessary; provide information about the child(ren) who will attend SAGA; choose a plan option (pay in full vs. semi-annual plan vs. monthly plan); enter payment details and select a payment schedule.

Once you have authorized your details, your payment plan is set up. SAGA will receive information about your agreement and finalize it by adding the tuition charges agreed upon in the Enrollment Contract. The deposit will then be billed with a payment deadline. A spot for your child(ren) for the upcoming school year is secured when SAGA has received BOTH the signed Enrollment Contract and the deposit.





New Families

Click here (https://online.factsmgt.com/signin/4PHG3) and create an online account.

| SAGA | FACTS. (6) Español (1) Customer Service |
|--|---|
| Seattle Area German American School | |
| Welcome! | Have an account? |
| Enrolling in a FACTS tuilion payment plan allows you to select a payment option that best suits y financial needs. The plans listed below are offered by your school. Depending on the start and er date of each plan, they may not always be offered. | |
| Monthly Payments: Spread your tuition balance over monthly installments. | |
| Semi-Annual Payments: | New Account |
| Pay your tuition in 2 installments. | New user? Create an online account. |
| Payment in Full: | Create a username & password |
| FACTS is a quick, secure method for paying your tuition balance in full. | |
| For more details about the options above, create an online account. | Having unicontes? Check our FAQs. |
| Simple Steps to Enroll in a Payment Plan Online: | |
| 1. You will first need to create an online account if you are new or Sign in if you have used FACT before. | S |
| 2. Then click on the Set Up a Payment Plan link. | |
| 3. Select the school year for which you will be paying. | |
| 4. Complete the steps as prompted. | |
| | Customer Service Terms of Use Privacy Policy |
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In your account, click on "Set up a Payment Plan" located below the header for the upcoming school year.

| S | ACA | Customer Service [2] [→ Sign Out] |
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| ↑ ⊕ □ ↓ | Home My Profile Financial Accounts Notifications | Hello S Payment Plan & Billing View Details U24-2025 SCHOOL YEAR Set up a Payment Plan Image: Control of |
| | | |

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Once you have authorized your details, your payment plan is set up. SAGA will receive information about your agreement and finalize it by adding the tuition charges agreed upon in the Enrollment Contract. The deposit will then be billed with the corresponding payment deadline. A spot for your child(ren) for the upcoming school year is secured when SAGA has received BOTH the signed Enrollment Contract and the deposit.