



20 S. Woodrow Avenue • Battle Creek, MI 49015 • 269-965-5560 • Fax 269-965-8038  
www.calhounchristian.org

**TUITION PAYMENT SELECTION FORM**  
(One Form Per Family)

PARENT NAME(S): \_\_\_\_\_ ADDRESS: \_\_\_\_\_

CHILD(REN) NAME(S): \_\_\_\_\_

DATE FORM RETURNED: \_\_\_\_\_

Dear CCS Parent,

We are pleased that you have enrolled for the 2018-2019 school year. We need to know how you are planning to pay your tuition balance. You have the following options:

- \_\_\_\_\_ 1) Pay the **balance in full by July 18, 2018**. (Preschool only-pay by the 1<sup>st</sup> day of school)
- \_\_\_\_\_ 2) Pay the balance over **two payments**. The **first ½ of tuition** would be **due on July 18, 2018**, and the **second ½ of tuition** will be **due on January 18, 2019**.
- \_\_\_\_\_ 3) Pay the balance over 12, 11, 10 or (9 - optional for Preschool) monthly payments through **FACTS Management**.
- \_\_\_\_\_ 4) **Credit card monthly payments** through FACTS Management (additional 2.5% fee applies).
- \_\_\_\_\_ 5) Pay the balance over 12, 11, 10 or (9 optional for Preschool) monthly payments using **Payroll Deduction**. Work with the school office and your employer's payroll department to continue or start this process.

If you choose either of the first two options, your payments will be made in the school office.

Please visit <http://www.calhounchristian.org/admissions/tuitionmanagement.cfm> for monthly payments through FACTS management. Click on the **Graduation Cap** to be redirected to the FACTS secure site.

If you choose **FACTS Management and used it last year**, we have your account information and need the following details. Please check all that apply:

- \_\_\_\_\_ My banking information has ALL stayed the same (responsible party, account number, type of account). If different, contact Alayna Hancock at 269-965-5560.
- \_\_\_\_\_ I want the same # of payments. If different, circle how many:  
(9 - optional for Preschool)      10      11      12
- \_\_\_\_\_ I want the "peace-of-mind" insurance benefit. I understand that if I choose to purchase this insurance, FACTS will draw an additional \$17.00 fee from my account.
- \_\_\_\_\_ I do not want the "peace-of-mind" insurance benefit.

**Please note that an annual fee of \$45.00 per agreement will be charged to your account within 14 days of returning this form.** If you choose the "peace-of-mind" insurance coverage, an additional \$17.00 per agreement will be charged within the same 14-day time period.

If you choose the 12-payment option, your first payment will be in July 2018; 11-payment option, your first payment will be in August 2018; 10-payment option in September 2018. The 9-payment option for Preschool only begins in September 2018, and ends May 2019.

Please call the school office with your questions at 269-965-5560.

Your CCS Office Team