It's that time of year again, everyone is scrambling to gather their tax information! In order to help, FACTS has enhanced its system to allow families to print their payment history via calendar year. Please follow the instructions below to view/print your payment history for the 2018 year.

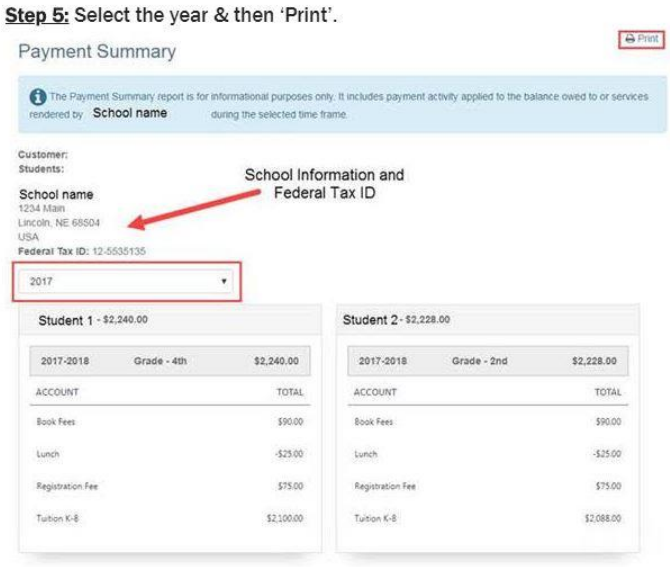
STEP 1 – Sign into FACTS at https://online.factsmgt.com

STEP 2 – Select 'View Details'

STEP 3 – Select 'View Payment Summary'

Page will open in another window or tab.

STEP 4 – Select the year and then 'Print'



NOTE: *This report will show the total paid for **each of the accounts** (i.e. Tuition, Extended Day Care, Technology, Book fees, etc.). The parents can select a year or a date range for this summary. This will also include the Schools Federal Tax ID and address.*