

EMAIL FROM FACTS MANAGEMENT

Subject: ACTION NEEDED: Set up your Dance Theatre of Harlem Payment Plan

Another Academy of FACTS

Set up your Payment Plan

School Year
Sample Customer
Customer #: 5084063394
Registration Code: JG14GFV
Unique Code: JG14GFV

Sample Customer,

Another Academy of FACTS is pleased to offer you a convenient online method to set up a payment plan with FACTS Management Company. Go to FACTS to set up a payment plan.

[Go to FACTS](#)

A custom message can be entered here. **(At least one message is required)**

Additional space for custom message.

Additional space for custom message.

Additional space for custom message.

Thank you,
FACTS Management Company

Si usted tiene preguntas sobre esta correspondencia,
llame al Servicio al cliente (866)441-4637.

Please do not reply to this automated message. The mailbox is not monitored.

1. CONFIRM CONTACT INFORMATION

Create Account

Welcome, Test Customer. [\(Not Test?\)](#)

Thank you for using FACTS. We have the following contact information in our records for you.

Verify the information below is correct. Modify if any changes are needed.

		Modify
Name	Test Customer	
Address	123 Main Lincoln, NE 68516 United States	
Daytime Phone Number	(555)555-5555	
E-mail Addresses	mytestaccount@factsmgt.com	

Note:

To provide you the best customer service possible, FACTS may contact you by any phone number associated with you, including cellular and mobile numbers. We may also contact you using automatic dialing systems, artificial or pre-recorded messages, text messages, or e-mails.

Please take a few moments to create a user account.

[Create a new FACTS account](#)

[Already have an account with FACTS?](#)

2. CREATE FACTS ACCOUNT: USERNAME AND PASSWORD

Create Account

Online Account Profile

Username and Password

Username*	<input type="text"/>
Password*	<input type="password"/>
Re-Enter Password*	<input type="password"/>

- Do not include spaces in your username or password
- You may use your e-mail address for your username
- Passwords must contain at least 8 characters
- Passwords must contain at least one letter and one number
- Passwords are case sensitive

Help

The security question and answer will be used for identification if you have forgotten your password. For your security, the answer to this question cannot be viewed by anyone.

Security Questions

Password Reset Question*	-- Select --	?
Password Reset Answer*	<input type="text"/>	
Telephone ID Question 1*	-- Select --	?
Question 1 Answer*	<input type="text"/>	
Telephone ID Question 2*	-- Select --	?
Question 2 Answer*	<input type="text"/>	

Help

The telephone ID questions are used by FACTS/NBS customer service to validate your identity when you make inquiries by telephone.

[Submit](#)

[Cancel](#)

3. VIEW AMOUNT DUE FOR TUITION AND FEES: CLICK VIEW DETAILS TO SEE CHARGES/CREDITS APPLIED

Sample Institution 2016-2017 SF

Progress Tracker

[LIVE HELP](#)

Amount Due

(Custom Message Available) Please review your transaction details below. If you have any questions regarding the amount listed, contact the institution.

Name	Amount Due	
Test Student1	5,350.00	View Details
Test Student2	6,350.00	View Details
Total	11,700.00	

[Back](#) [Next](#) | [Cancel](#)

4. SELECT PAYMENT PLAN

Sample Institution 2016-2017 SF

Progress Tracker

[LIVE HELP](#)

Payment Plan Options

Amount Due to Sample Institution: \$11,700.00

Select a payment schedule

Show:

Pay in Full

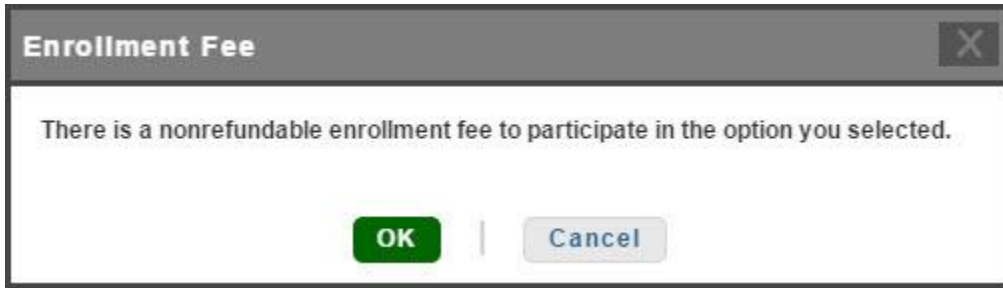
Sample Institution has a \$550.00 discount for this payment schedule.

Select	Payment Method	Number of Payments	Beginning Month	1st Payment Amount	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Checking / Savings Credit Card 	1	July 2016	\$11,150.00	5th 20th	01 Jul 2016 18 Jul 2016	\$

Monthly Payments

Select	Payment Method	Down Payment (Due Today)	Number of Payments	Beginning Month	1st Payment Amount	Available Payment Days	Last Day to Enroll	Enrollment Fee
<input type="radio"/>	Automatic Payments from <ul style="list-style-type: none"> Checking / Savings Credit Card 	\$200.00	11	June 2016	\$1,045.47	5th 10th 20th 25th	26 May 2016 31 May 2016 10 Jun 2016 15 Jun 2016	\$

5. ENROLLMENT FEES: BEGINNING FALL 2018



6. ENTER PAYMENT DETAILS: ADDITIONAL FEES APPLY WITH CREDIT CARD PAYMENTS

Sample Institution 2016-2017 SF

Progress Tracker

Contact Information | Amount Due | Plan Options | **Payment Details** | Payment Schedule | Review | Thank You

Payment Details

Please enter your primary financial account for payments

Pay Using ?

- Select --
- Add Bank Account --
- Add Credit Card --

A service fee may be assessed for payments made by credit card. The service fee amount will be disclosed once you select a payment method. Select your payment method to continue.

This warning box is only displayed when offering a credit card option where the customer may pay additional fees.

Back | Next | Cancel

7. INCIDENTALS OFFERED

Progress Tracker



Payment Details

Please enter your primary financial account for payments

Pay Using Wells Fargo - 0118 ?

Incidental Expenses
 Incidental expenses may be billed separately. If enrolled in auto pay, these payments will be automatically processed from the account above.

Yes, please enroll me in auto pay for incidental expenses

Peace of Mind (POM) Benefit

The POM Benefit will pay any eligible FACTS unpaid balance in the event of the death of the Responsible Party or his/her legal spouse. Coverage is only available to individuals under age 70. The non-refundable fee for this benefit is \$100. You will be automatically reenrolled in POM each consecutive year you have a FACTS Payment Plan Agreement.

Yes, please enroll me in the POM benefit

Down Payment

Required Down Payment Amount \$200.00

Amount Due Today

Pay Using	Wells Fargo - 0870 (Change)	
Down Payment to Sample Institution	View Details	200.00
Amount Due Today		\$200.00

Remaining Amount

Total Amount Remaining for Payment Plan	\$11,550.00
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Back
Next
|
Cancel

8. DOWN PAYMENT DETAILS: REGISTRATION FEES REQUIRED IMMEDIATELY AT TIME OF SIGN-UP

Down Payment Information
✕

Name	Account	Total Amount Due	Amount Due Today
Test Student1	Activity Fee Total	\$100.00	
	Down Payment		\$100.00
Test Student2	Activity Fee Total	\$100.00	
	Down Payment		\$100.00
Total		\$200.00	\$200.00

OK

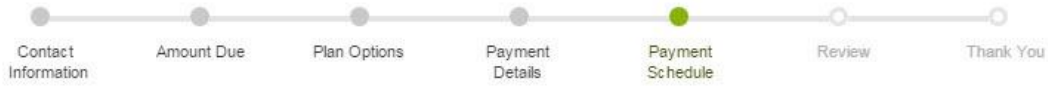
9. PAYMENT SCHEDULE REVIEW

Sample Institution

2016-2017 SF

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Payment Schedule

What day do you want the future scheduled payments to be on?*

Future Payment Schedule

Payment Date	Description	Amount
Monday, September 28, 2015	Enrollment Fee	0.00
Monday, June 20, 2016	Payment	1,045.47
Wednesday, July 20, 2016	Payment	1,045.47
Monday, August 22, 2016	Payment	1,045.47
Tuesday, September 20, 2016	Payment	1,045.47
Thursday, October 20, 2016	Payment	1,045.47
Monday, November 21, 2016	Payment	1,045.47
Tuesday, December 20, 2016	Payment	1,045.47
Friday, January 20, 2017	Payment	1,045.47
Monday, February 20, 2017	Payment	1,045.47
Monday, March 20, 2017	Payment	1,045.47
Thursday, April 20, 2017	Payment	1,045.30

[Back](#) [Next](#) | [Cancel](#)

10. REVIEW AND AUTHORIZE

Sample Institution

2016-2017 SF

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Review & Authorize

[FACTS Returned Payment Fee Policy](#)

<p>Amount Due Today</p> <p>\$200.00</p> <p>Payment Method Wells Fargo - 0870 (Change)</p>	<p>Remaining Amount</p> <p>\$11,550.00</p> <p>Payment Method Wells Fargo - 0870 (Change)</p>	<p><input checked="" type="checkbox"/> I have read and accept the terms and conditions of this payment plan</p> <p>Back Authorize Cancel</p>
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Contact Information

[Change](#)

<p>Name/Address</p> <p>Test Customer 123 Main Lincoln, NE 68516 United States</p> <p>Phone</p> <p>(555)555-5555</p> <p>E-mail</p> <p>mytestaccount@factsmgt.com</p>	<p><input checked="" type="checkbox"/> Use e-mail for correspondence</p> <p><input checked="" type="checkbox"/> Please send me e-mail payment reminders</p>
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Balance Summary

Name	Amount Due
Test Student1	5,350.00
Test Student2	6,350.00
Total Amount Due	\$11,700.00

Payment Details

[Change](#)

Future Payments Scheduled	Wells Fargo - 0870	
Amount Due Today	Wells Fargo - 0870	
Date	Description	Amount
September 18, 2015	Down Payment to Sample Institution View Details	200.00
	Amount Due Today	\$200.00

Future Payment Schedule

[Change](#)

Payment Date	Description	Amount
Monday, September 28, 2015	Enrollment Fee	200.00
Monday, June 20, 2016	Payment	1,045.47
Wednesday, July 20, 2016	Payment	1,045.47
Monday, August 22, 2016	Payment	1,045.47
Tuesday, September 20, 2016	Payment	1,045.47
Thursday, October 20, 2016	Payment	1,045.47
Monday, November 21, 2016	Payment	1,045.47
Tuesday, December 20, 2016	Payment	1,045.47
Friday, January 20, 2017	Payment	1,045.47
Monday, February 20, 2017	Payment	1,045.47
Monday, March 20, 2017	Payment	1,045.47
Thursday, April 20, 2017	Payment	1,045.30

Terms & Conditions

Full Terms & Conditions removed for display purposes

I have read and accept the terms and conditions of this payment plan.

Back **Authorize** | **Cancel**

11. THANK YOU: PRINT FOR YOUR RECORDS

Sample Institution 2016-2017 SF [LIVE HELP](#)

Progress Tracker

Contact Information Amount Due Plan Options Payment Details Payment Schedule Review **Thank You**

Thank You

✔ Thank you for completing a FACTS payment plan for Sample Institution. Please print a copy for your records.

📱 Did you know that you can receive text alerts on your mobile phone? [Learn More.](#)

Ⓐ An authorized party can make payments on your behalf. [Want to designate another payer?](#)

Amount Paid Today \$200.00 Wells Fargo - 0870	Agreement Number 101 030 708 Remaining Amount \$11,550.00 Wells Fargo - 0870	<input checked="" type="checkbox"/> I have read and accept the terms and conditions of this payment plan (Signed on 18 Sep 2015)
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Done **Print**

Contact Information

Name/Address	Test Customer 123 Main Lincoln, NE 68516 United States	<input checked="" type="checkbox"/> Use e-mail for correspondence
Phone	(555)555-5555	<input checked="" type="checkbox"/> Please send me e-mail payment reminders
E-mail	mytestaccount@factsmgt.com	

12. USER ACCOUNT: PAYMENT PLAN IS FINALIZED AND USER CAN ACCESS PLAN ANYTIME

Hello Sample

Payment Plan & Billing [View Details](#)

Sample Customer #5082511881
For Sample Student

Current Balance
\$732.00

Make a Payment

Incidental Expenses [Actions](#) **\$265.00**

Past Due

There is a past due balance of \$245.00.
[Make a Payment](#)

FACTS Grant & Aid

2017-2018 SCHOOL YEAR
Application ID 2685409 **Application Complete**

Your application is complete. Please note that award decisions are not made by FACTS but the organization providing the scholarship.

Sample Customer

testemail@gmail.com

Register to receive text alerts on your mobile phone.

Test AAP is an Authorized Party on your account.
[Add an Authorized Party.](#)

Have another activity you want to link?