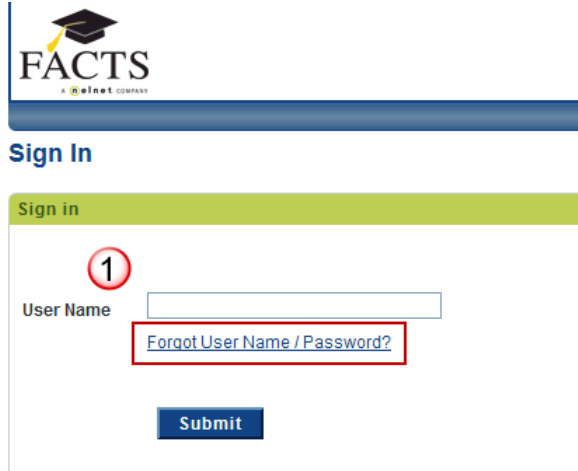


# FACTS Consumer Portal

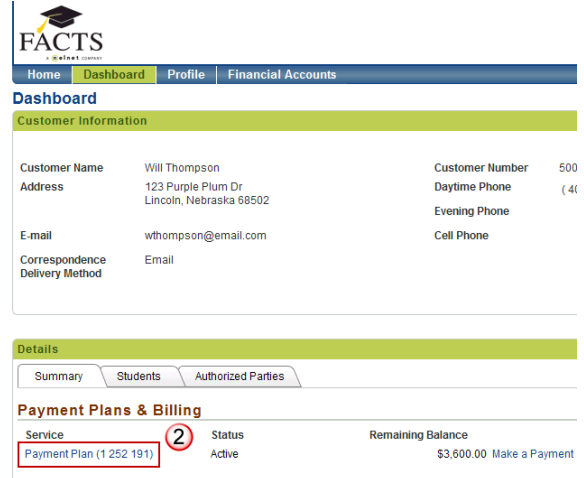


Now that you have set up your online payment plan with FACTS and created your username and password, you have the ability to view and update your payment plan online at <https://online.factsmgt.com>. If the following option(s) is/are available at your school, from this site you can:

- Make up missed tuition payments
- Make a tuition payment in advance
- Add multiple payment methods to your online FACTS profile (i.e., credit card, bank account)
- Switch between payment methods throughout the year (credit card to bank account or vice versa)
- Maintain your demographic and financial account information



1-To log in, go to <https://online.factsmgt.com> and enter your username and password. If you cannot remember this information you can select 'Forgot User Name / Password'.



2-Once logged in, you will need to select your agreement number to view your history and/or make updates to your information .



3- Your tool bar and summary box

- Check your balance and payment history
- Change/add financial account(s) information
- Make a payment online, if applicable
- View your profile information
- View your complete history with FACTS
- Print information for your records
- Verify changes made by the school

4- Update your profile and security questions by selecting the Profile tab and clicking the 'Edit' button on the right of your screen.

5- You can sign-out of the system, update your profile information or find FACTS contact information.