

Setting up a FACTS Payment Plan or Grant Application

1. Go to your school's website to find and select the FACTS information link or copy and paste this link in your browser.

<https://online.factsmgt.com/signin/4J2GV>

- If you have used FACTS before, simply Sign in to manage your account or create a current Grant Application.
 - If you are new to FACTS, click on the 'Create a username & password' button to create an online account.
2. Enter your demographic information (name, address, phone number, email).
 3. Create a user name, password, and select security questions.
 4. You are now logged in to your FACTS Account. Select Set up a Payment Plan or Start a Grant Application.
 5. Choose the appropriate school year and click continue.
 6. Follow the prompts as directed.
 7. You may contact a FACTS representative at (866)-441-4637 with questions.