



BILLING 2009-2010

The Business Office is actively preparing the coming school year. Some families enrolled their child(ren) during the summer and have not yet received an invoice. For other families, changes communicated during the summer (scholarships, daycare or bus service enrollment) require an adjustment to the 2009-10 invoice. Last but not least, a few families billed through FACTS did not register online and are therefore late in the payment of their 2009-10 invoice. In order to facilitate a systematic and efficient update of all invoices, we recommend following these guidelines:

1/ Families expecting an invoice

For late enrollments, please verify that the following documents have been sent to the Business Office:

- Enrollment agreement signed by both parents
- \$ 1,100.00 per child (1st time enrollment)
- Full tuition payment or a check for 37% of the tuition fees to the order of the Lycée Français La Pérouse, covering the deposit and first three installments (enrollment in the FACTS program at factspayment.com is mandatory upon receipt of the invoice for payment of the balance owed).

2/ Families expecting an adjustment to their invoice

For families expecting an invoice adjustment, please continue to make your payments to FACTS. Your account will be adjusted in the coming weeks. All your payments will be taken into account and the amount of your adjusted monthly installments will be communicated to you as soon as possible.

3/ Families billed through FACTS who have not yet registered

Families who received an invoice from FACTS but did not register online to start making monthly payments should follow these steps to bring their account up-to-date:

- Send a payment for 37% of the tuition fees (deposit and 3 monthly payments).
- Enroll in the FACTS program on the website factspayment.com in order to pay the balance of the 2009-2010 invoice.

Thank you for your cooperation.