



March 19, 2021

Dear Parents:

Again, welcome to the Salesian Family! We are pleased to announce that we will be partnering with Smart Tuition for the processing and collection of tuition and fees for the 2021-2022 school year.

**Smart Tuition makes it easy for you to:**

**Select a payment method that works best for you**

- Choose to receive a monthly invoice, or
- Set up recurring automatic payments from your bank account or credit card
- *Visa, MasterCard, Discover, and American Express* are accepted

**Access your account online**

- Review account history, transaction details, and print monthly invoices
- Edit your contact information, password, and payment method
- Make a payment or set up recurring payments

**Receive payment and follow up reminders**

- For recurring payments, a reminder is emailed 7-10 days before the due date
- For missed payments and outstanding balances you will receive an email and text message

**Speak with a customer service representative**

- Families can access their accounts to check balances and make payments 24/7
- Spanish speaking representatives are available
- Call toll free to make payments at (888) 868-8828

**As you are enrolling your child, please go online and enroll in Smart Tuition at:**

**[www.enrollwithsmart.com](http://www.enrollwithsmart.com). Our school code is: 10915.**

Thank you for entrusting your child's education to us!

Sincerely,

*Marc Colelli*

Marc Colelli  
Chief Financial Officer



Dear Parents/Guardians,

**Salesian College Preparatory** has partnered with Smart Tuition to service your child's 2020-2021 tuition account. **Payments begin in July 2021.** To enroll online, please follow the instructions below.

**1. ONLINE ENROLLMENT**

Go to: [www.enrollwithsmart.com](http://www.enrollwithsmart.com)

**2. SCHOOL CODE**

Enter and submit your school's code: **10915**

After submitting your school's code, you will be redirected to Salesian College Preparatory's Online Enrollment Form.

**3. SECTION 1 – WHO WILL BE PAYING TUITION?**

Enter the requested parent/guardian/account holder contact information. Be sure to provide your telephone number and email address, as Smart Tuition will send email debit reminders, and regularly communicate important information about your account via telephone and email.

**4. SECTION 2 – WHO IS ATTENDING THE SCHOOL?**

Enter the name and grade of the children who will attend the school.

**5. SECTION 3 – HOW & WHEN WILL YOU MAKE PAYMENTS?**

Your school asks that you pay tuition by automatic deduction. Please enter the banking or credit card information you wish to use for scheduled automatic debit transactions.

Then, select the debit date from the drop down list.

**6. SECTION 4 – WHICH PAYMENT PLAN?**

Review the available payment plans offered by your school and select one. The payment plans listed are mandated by your school and cannot be changed by Smart Tuition without school permission.

**7. PARENT AGREEMENT**

Review Smart Tuition's terms and conditions. Then, select the "Agree" check box and click "Continue" to submit your enrollment form.

You will receive your Username and Password upon completion. Your school will need to review and activate your account before you can access your account online. We will notify you by mail as soon as your account has been activated.

Once activated, you can access your Smart Tuition account at [www.parent.smarttuition.com](http://www.parent.smarttuition.com). Your online account allows you to view balances due, make payments, update your personal information and find answers to commonly asked questions.

Smart Tuition charges an annual fee of \$50 to handle the payment processing and to have 24/7 online and phone availability. If you elect to pay annually or by semester, this fee is waived.

Smart Tuition manages the tuition payment program for your school and follows the policies established by your school. Please note that tuition amounts, tuition aid, scholarships and all other tuition related decisions are made by your school.

We look forward to working with your family and your school in providing convenient options for on-time payments. Our parent help center is available to assist you with questions about your account, 24 hours a day, 365 days a year, at 1-888-868-8828.

Sincerely,

Smart Tuition