

**Step 1:** Sign in at <https://online.factsmgt.com>

**Step 2:** Select **View Details**

Home My Profile Financial Accounts

Hello

**Payment Plan & Billing** [View Details](#)

John Doe #5001670933  
For Jane Doe

Current Balance  
**\$2,152.84**

**Make a Payment**

**Step 3:** Select **View Payment Summary**

[Back to Home](#)

**Activity Details**

John Doe  
Customer Number: 5001670933

Term:

[View Payment Summary](#)

[FACTS Payment Processing Policies](#)

*\*\*Page will open in another window or tab.\*\**

**Step 4:** Select a year and then select **Print**

**Payment Summary**

[Print](#)

**i** The Payment Summary report is for informational purposes only. It includes payment activity applied to the balance owed to or services rendered by Sample School during the selected time frame.

Customer: John Doe  
123  
LINCOLN, NE 68522  
USA

Student: Jane Doe

Jane Doe - \$9,232.16

18-19 School year	Grade - 5th	\$6,375.00
-------------------	-------------	------------

ACCOUNT	TOTAL
Athletics	\$75.00
Registration	\$300.00
Tuition	\$6,000.00

2019-2020 School Year	Grade - 6th	\$2,857.16
-----------------------	-------------	------------

ACCOUNT	TOTAL
Tuition	\$2,857.16

**Sample School**  
121 High School Road  
Lincoln  
Lincoln, NE 68522  
USA  
Federal Tax ID: [REDACTED]

School Information and Federal Tax ID

If you have any questions, please contact a FACTS Customer Care Representative at 866-441-4637.