



CUSTOMER EXPERIENCE WITH PREMIER INTEGRATION

Bringing the FACTS Student Information System and the FACTS Payment Platform Together – All In One Place!

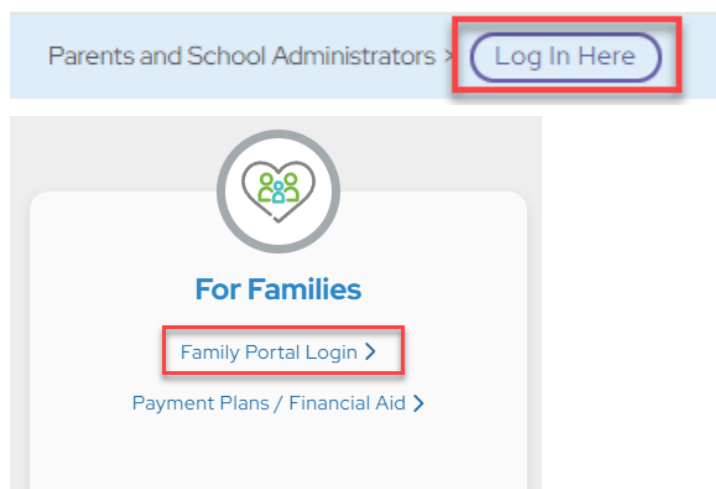
As we move forward for the 25-26 school year, **St. Francis Xavier School** is excited to share a more convenient way to access your FACTS account for both SIS and Payment Portal with only one sign on! Going forward you will access both student information (grades, schedules, etc) AND financial information under ONE SINGLE SIGN ON. This will include a lunch billing system that is fully integrated with lunch charges and payments!

SINGLE LOG IN THROUGH FACTS FAMILY PORTAL

With our new integrated experience, you no longer have to log in to FACTS Financial separately! You can access the payment portal directly from the SIS Family Portal.

Log into the FACTS Family Portal by going to: www.factsmgt.com – Click on “**LOG IN HERE**” next to Parents and School Administrators

In the “For K-12 Families” box, choose FAMILY PORTAL LOGIN:



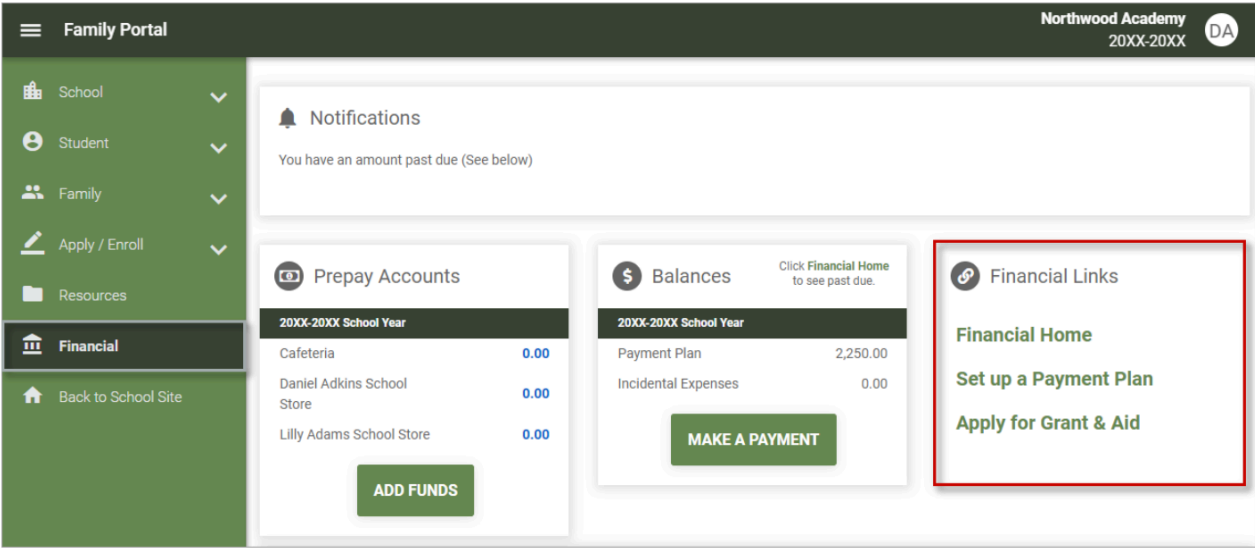
Log In Information:

- Our school's District Code is: **sfx-vt**
- Use your existing User Name and Password for SIS Family Portal.
- If you run into any issues logging in, please contact Kerry at adminassistant@sfxvt.org. She will respond to you as quickly as she can. Please remember that we are working on summer hours, so it may take more than one business day for her to respond.

NEW FAMILY PORTAL VIEW

You will now see the highlighted “Financial” tab at the bottom of the left navigation. When you click on the **FINANCIAL** tab on the left navigation, you will now see a real time view of your financial account balances. You

can click on **FINANCIAL HOME** in the right column to see all financial details (payment schedule, transaction list and balance summary) for the Payment Plan and/or Incidental Expense balances listed on the summary:



Clicking on **FINANCIAL HOME** will take you to your Financial Dashboard. You'll notice that the section with your demographic data is no longer there, since it is now managed through the SIS Family Portal:

