



St. Francis Xavier Catholic School

1150 South 12th Street
Baton Rouge, Louisiana 70802

Phone: (225) 387-6639
Fax: (225) 383-1215
www.sfxbr.org

Dear Parents,

Thank you for choosing St. Francis Xavier Catholic School. Please find the enclosed registration forms for the 2025-2026 school year. Packets may be returned to the office or mailed to our address above. Office hours are 7:00 a.m. to 3:30 p.m. Monday – Friday. Please call (225) 387-6639 to arrange to drop them off outside our office hours.

We highly encourage all payments to be collected through FACTS.

Families not currently enrolled in FACTS must enroll online before submitting your registration packet. Your FACTS enrollment confirmation sheet must be attached to the registration paperwork. The existing FACTS customer agreement terms will continue as scheduled. If you need to change an existing agreement or have questions, don't hesitate to contact the office.

The FACTS link is <https://online.factsmgt.com/signin/3GBXV>.

All GATOR/NON-GATOR students (formerly the Louisiana State Voucher System) must enroll in the FACTS Tuition Management program by June 30, 2025.

Please include the following paperwork for all **new** students:

1. Registration Agreement
2. Financial Agreement
3. Registration and Student Fees
4. Birth Certificate
5. Baptismal Certificate if a child is Catholic
6. First Communion Certificate if a child is Catholic
7. Immunization Record
8. Social Security Card
9. Current Report Card
10. Achievement Test Scores
11. Discipline Report
12. FACTS enrollment confirmation

Don't hesitate to contact us if you have any questions about registration or would like to tour our campus.

Sincerely,

Christopher J. Rogers, Sr., PhD
Principal
crogers@sfxbr.org



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2025-2026 ST. FRANCIS XAVIER CATHOLIC SCHOOL Registration Financial Agreement

Mother's Name: _____ Father's Name: _____
Mother's Phone # _____ Father's Phone # _____
Mother's Email: _____ Father's Email: _____

Registration Fee - \$150 per student (*More than one child, \$125 each*) - **NON-REFUNDABLE**

Name _____ Grade _____
Name _____ Grade _____
Name _____ Grade _____
Name _____ Grade _____

All families will make tuition payments using FACTS. Existing FACTS agreements will continue as scheduled. Don't hesitate to contact the office to change your agreement. In addition:

- Registration Fees will be collected at registration (CASH, CHECK, CREDIT/DEBT, or MONEY ORDER)
- **All other fees can be paid during registration or added to tuition payments.**

Select ONE option:

_____ **Option 1: Full Payment** - Tuition paid in full by auto debit through FACTS (Payments will be deducted on **August 1, 2025**)

_____ **Option 2: Monthly Payment** - Tuition paid monthly by auto debit through FACTS (Payments made monthly between **July 2025-May 2026**)

Please initial if interested:

_____ Please check here if you are interested in receiving information about Tuition Assistance.
I am responsible for the full tuition, including any tuition not covered by Tuition Assistance.

The parent or Legal Guardian Signature

Date

For Office Use Only:

Registration Fee: Date paid _____ Check # _____ / Cash _____
Tuition: Date paid _____ Check # _____ / Cash _____

FACTS (Circle One): Option 1 Option 2



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St. Francis Xavier Catholic School 2025-2026 Tuition & Registration Fees

Registration Fees-*Non-Refundable*

Registration Fee - \$150 per student (*More than one child, \$125 each*) - **NON-REFUNDABLE**
Due at the time of registration

Students in grades K - 7th - **\$5575.00**
Students in grade 8th - \$5575.00 + 8th Grade Fee (\$250.00) = **\$5,825.00**

Technology Fee - \$75.00 (*Non-Refundable*)

***All families will make tuition payments using FACTS**

FULL PAYMENT Options – Tuition must be paid in full by 8/1/2025 in the office.

MONTHLY PAYMENT Options – *Payment over 11 months*
Tuition is paid by auto debit through FACTS.

Monthly payments are from July 2025 – May 2026



FACTS provides flexible payment plan options to families at private and faith-based schools. Families can budget their tuition, making private school more accessible and affordable. Our process is simple, convenient, and secure.

To set up your FACTS agreement, visit your school's website and locate the FACTS link, or go to <https://online.factsmgt.com/signin/3FZJ1>

FACTS Confirmation Notice

Once your information is received and processed by FACTS, you will receive a FACTS Confirmation Notice. This notice will confirm your payment plan information. Please check this information for accuracy, and contact your school or FACTS with any discrepancies.

Frequently Asked Questions

- Is my information secure?
Yes. Your personal information, including payment information, is protected with the highest security standards in the industry. For more information on security, visit FACTSMgt.com.
- When will my payments be due?
Your payment schedule is set by your school, and your financial institution will decide the time of day your payments are processed.
- What happens when my payment falls on a weekend or a holiday?
Your payment will be processed on the next business day.
- What happens if a payment is returned?
Returned payments may be subject to a FACTS Returned Payment Fee; watch for a returned payment notice for additional information.
- How do I make changes once my agreement is on the FACTS system?
Changes to your address, phone number, email address, or banking information can be made at <https://online.factsmgt.com> or by contacting your school or FACTS. Any changes to payment dates or amounts need to be approved by the school and the school will then need to notify FACTS. **All changes must be received by FACTS at least two (2) business days prior to the automatic payment date in order to affect the upcoming payment.**
- What is the cost to set up a payment plan?
If an enrollment fee is due, the amount of the fee is indicated when setting up your agreement. If applicable, the nonrefundable FACTS enrollment fee will be automatically processed within 14 days of the agreement being posted to the FACTS system.