

May 10,2017

Dear Parents:

We are pleased to announce that we will be partnering with Smart Tuition for the processing and collection of tuition and fees for the 2017-18 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 phone call

**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

*Wording for standard online enrollment; delete other two options:*

**Please go online before June 01, 2017 to enroll in Smart Tuition at: [www.enrollwithsmart.com](http://www.enrollwithsmart.com)**

**Our school code is: 13765 .**

Thank you for selecting our school for your child's education. Please feel free to contact me should you have nay questions or concerns.

Sincerely,

Ashley Theveny

Business Manager  
Our Lady of Peace Parish  
Notre Dame de Lourdes School  
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