

FACTS – Parent Portal System

FACTS is a software system that Faith Academy uses to connect students and their families to our school. Parents can easily check grades, pay for lunch, tuition and other school fees, and communicate with the school through the Family Portal in their FACTS online account. Parents are **required** to set up a **FACTS** account upon enrollment.

ALL FINANCIAL OBLICATIONS (tuition, extended care, FALCON, lunches, fees, etc.) **MUST BE PAID FOR USING YOUR FACTS ACCOUNT.**

To create a new FACTS account:

- Visit our FA school website: www.faithacademybellville.org
- Select **Create New Family Portal Account**
- Enter your email address as provided in your application to the school
- Click **Create Account**
- You will receive an email from FACTS Customer Support containing a link that will allow you to create your username and password. For security purposes this link will remain active for 6 hours.

To edit information on your FACTS account:

- Click the Parent Portal Tab from the website
- Login to your Family Portal Account
- Click the 3 lines, then select the School dropdown arrow
- Select **Webforms**
- Select **Family Demographics**
- Choose which item you would like to edit.

