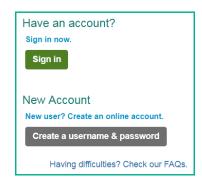
## STARTED

Go to (on any device!): <a href="https://online.factsmgt.com/signin/4LQ8G">https://online.factsmgt.com/signin/4LQ8G</a>



#### First:

Sign in with your existing FACTS account if you are a returning family, or have set up a FACTS account previously for another school.

If this your first time with FACTS, click Create a username and password.

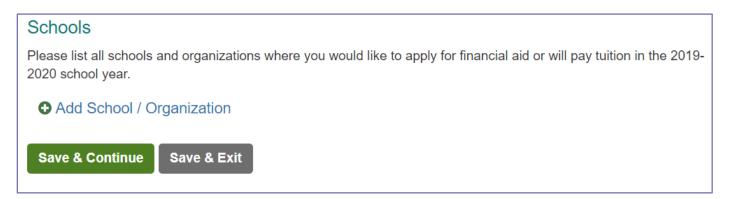
**Next:** Select the school year that you are applying for. Click 'Continue'



### **Click Begin Application:**

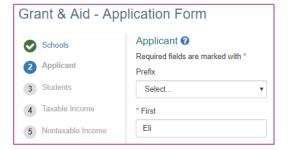
Begin Application

#### Select the school(s) & organizations you are applying to:



# You're on your way...

Click save & continue and you will move through each section of the application. You will be given an opportunity to review your answers before you submit your application and pay the application fee.



# Don't forget to upload your documents!

After you submit your application, the application summary will display the documents you need to upload to complete your application.