

# Helpful Information

## **For questions regarding**

Registration & Forms	Irene Lawson	301.962.5111	ext.1553
FACTS Payments	Irene Lawson		ext.1553
Financial Aid	Daniel Ely or Irene Lawson		ext.1555, 1553
Give or Get Program	Donna Goldman		ext.1552
Student Forms (Girl's)	Sarah Braun		ext.1505
Student Forms (Boy's)	Joanna Rubin	301.649.7077	ext. 1525
Scrip	Sheridan Sassoon		ext.1550

**Need a form?** Forms are available online. Please visit our website [www.yeshiva.edu](http://www.yeshiva.edu)

**Email** The Yeshiva will be sending many notices by email to parents instead of by postal service regarding school news, schedule change notices, etc. Please make sure your email in correct (or please fill in). If you do not access to email, please contact the registrar.

## **Procedure for Changing Payment Date, Method, or Amount**

For FACTS contracts, if you need to make any changes, either the start date, date of auto debit or number of months on your FACTS payment schedule, please contact the registrar.

All FACTS contracts will be re-enrolled starting Aug 20, 2009 for 10 months unless changes are specifically approved.

If you require a payment plan not listed on the tuition contract, please contact the registrar.

## **Procedure for Applying for Tuition Assistance**

Tuition Assistance forms are due May 1, 2009.

Once the new tuition contract at the reduced amount is signed and received by the registrar, your payment amount in FACTS will be adjusted accordingly.

All FACTS contracts for families applying for tuition assistance will be reenrolled by July 15, 2009.

If no tuition assistance application is received (and no reduced tuition contract finalized) your FACTS contract will remain at the full tuition rate, and the first payment will be auto debited on Aug 20, 2009.

## **Other Forms**

In the summer, information will be sent to registered students including the school calendar, permission forms, uniform information, medical and emergency forms and student & parent handbook.