



**Bringing the FACTS Student Information System and the FACTS Payment Platform Together – All In One Place!**

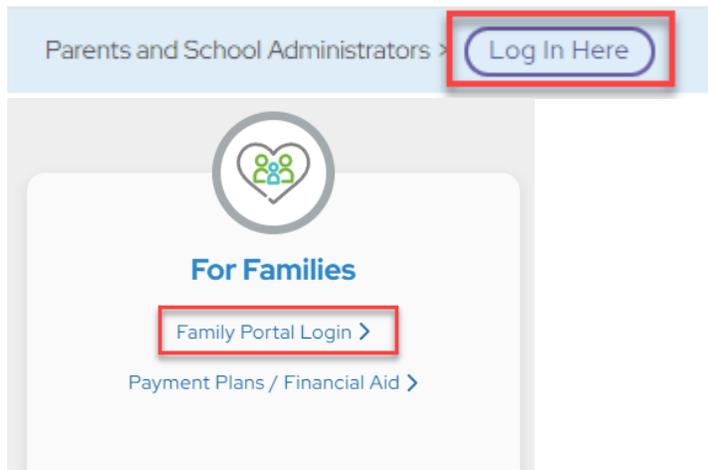
As we move forward for the 24-25 school year, **St. John Paul II Academy** is excited to share a more convenient way to access your FACTS account for both SIS and Payment Portal with only one sign on! Going forward you will access both student information (grades, schedules, etc.) AND financial information under ONE SINGLE SIGN ON.

**SINGLE LOG IN THROUGH FACTS FAMILY PORTAL**

With our new integrated experience, you no longer have to log in to FACTS Financial separately! You can access the payment portal directly from the SIS Family Portal.

Log into the FACTS Family Portal by going to: [www.factsmgt.com](http://www.factsmgt.com) – Click on “**LOG IN HERE**” next to Parents and School Administrators – **OR On the school website [www.sjpii.net](http://www.sjpii.net)** in the top right corner (the 3 bars) you will see Family Portal.

In the “For K-12 Families” box, choose FAMILY PORTAL LOGIN:

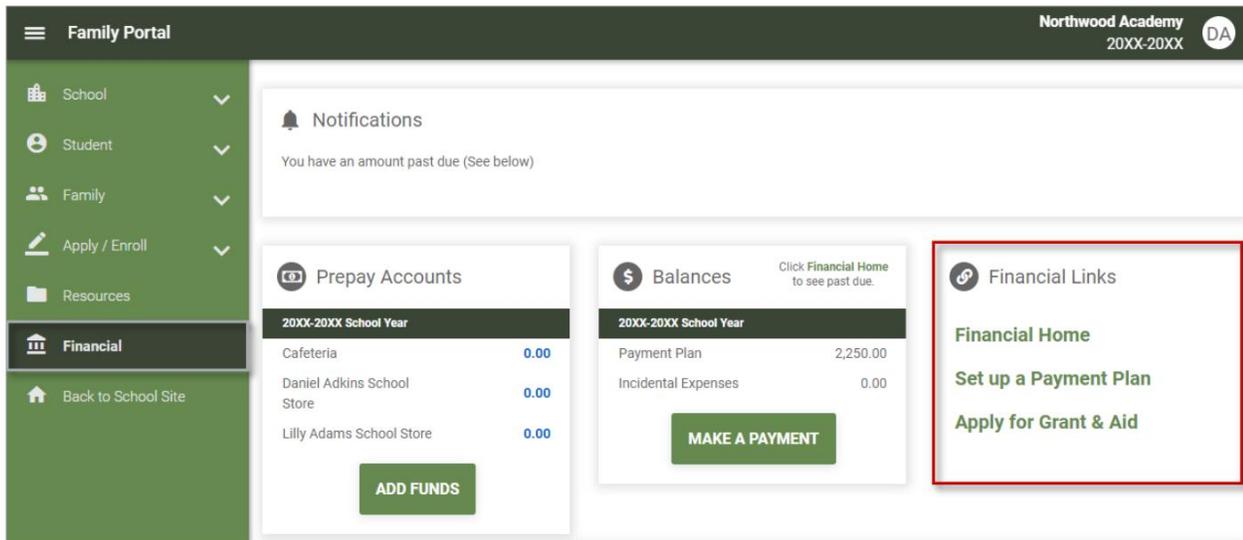


Log In Information:

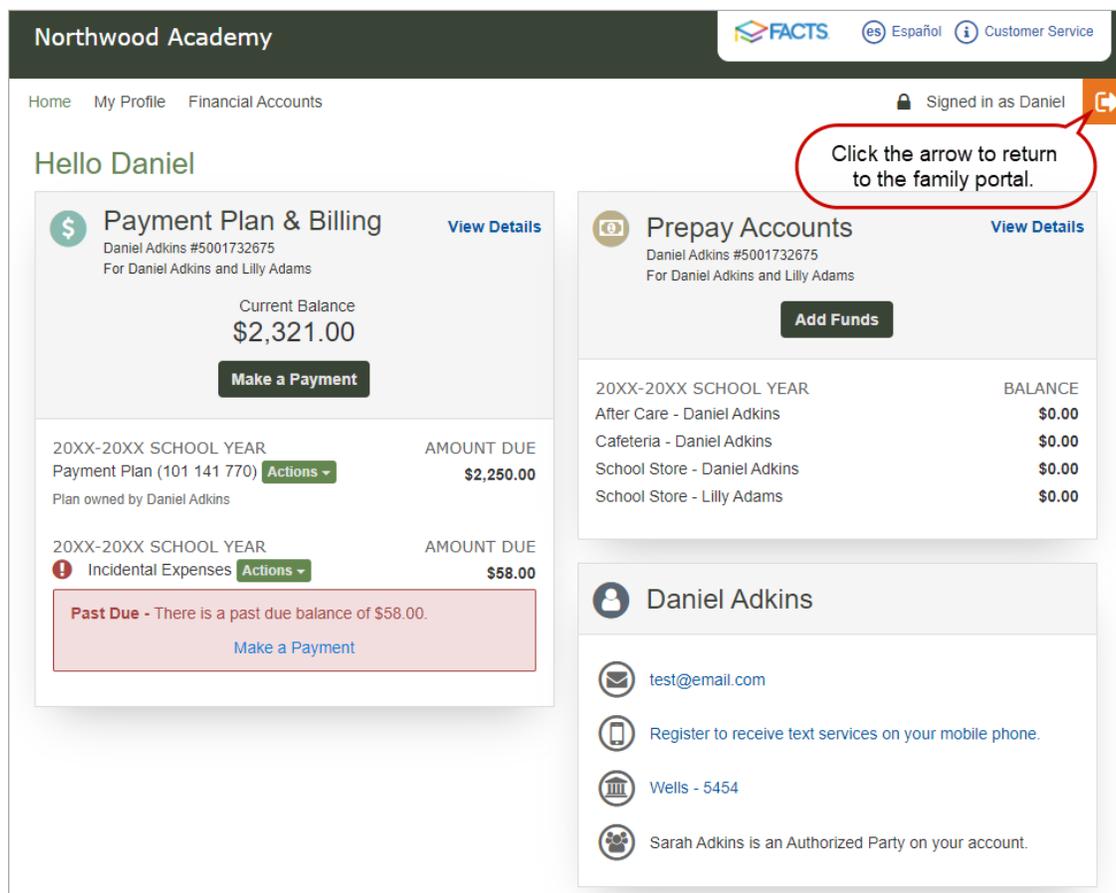
- Our school’s District Code is: **PJ-FL**
- User Name and Password for SIS Family Portal

**NEW FAMILY PORTAL VIEW**

You will now see the highlighted “Financial” tab at the bottom of the left navigation. When you click on the **FINANCIAL** tab on the left navigation, you will now see a real time view of your financial account balances. You can click on **FINANCIAL HOME** in the right column to see all financial details (payment schedule, transaction list and balance summary) for the Payment Plan and/or Incidental Expense balances listed on the summary:



Clicking on **FINANCIAL HOME** will take you to your Financial Dashboard. You'll notice that the section with your demographic data is no longer there, since it is now managed through the SIS Family Portal:



## APPLYING FOR GRANT & AID

The one exception to the single sign on through FACTS Family Portal is when you are filling out an application for Grant & Aid. This is a separate log in and if you previously applied for aid, you will continue to use the same login you previously used to apply. Or if you are new to the aid application process, you can create a new login for that. To apply for aid (or review your past aid applications), go to: [www.factsmgt.com/aid](http://www.factsmgt.com/aid) or click the **APPLY FOR GRANT & AID** link on the right column menu of the FINANCIAL tab in FACTS Family Portal:

The screenshot shows the FACTS Family Portal interface for Northwood Academy, 20XX-20XX. The left sidebar contains navigation options: School, Student, Family, Apply / Enroll, Resources, Financial (selected), and Back to School Site. The main content area is divided into three sections: Notifications, Prepay Accounts, and Balances. The Notifications section indicates a past due amount. The Prepay Accounts section lists Cafeteria, Daniel Adkins School Store, and Lilly Adams School Store, all with a balance of 0.00. The Balances section shows a Payment Plan of 2,250.00 and Incidental Expenses of 0.00. A red box highlights the Financial Links section, which includes links for Financial Home, Set up a Payment Plan, and Apply for Grant & Aid.

20XX-20XX School Year	
Cafeteria	0.00
Daniel Adkins School Store	0.00
Lilly Adams School Store	0.00

20XX-20XX School Year	
Payment Plan	2,250.00
Incidental Expenses	0.00