



Grace Christian School

7510 E. Broad Street, Blacklick, Ohio 43004

614-861-0724

Dear GCS Families,

I am excited to share details with you about the new features for Online Payments with FACTS. With the implementation of Premiere billing you will access your FACTS Financial account by first logging in to ParentsWeb. The instructions below will help in this process. You will notice in the coming weeks that the incidental billing feature will allow you to pay your extended care, field trips, emergency lunch, fundraising, family facility fee and camps in this one easy and convenient location.

- Go to [factsmgt.com](http://factsmgt.com)
- Select Parent Log in and then FACTS Family Portal (ParentsWeb)
- Use the district code GCS-OH
- Enter in your username and password and log in as a parent (if you do not have an account select to create a new ParentsWeb account and follow the steps to setup your username and password)
- Once logged in, to see your balances, select Financial on the left hand side
- Select the Make a Payment button if you would like to process a manual payment for tuition or incidentals
- Select Financial Home to be taken into your FACTS Financial account to update your financial information, pull a detailed transaction history, or to pull a tax statement.

Becky Sager

Finance Department