



Reenrollment 2024-25

All forms and fees are due by Wednesday, February 21, 2024

Family Name: _____

Checklist for Every Non-Choice Family:

- ☐ Completed Tuition Contract (signed unless applying for tuition adjustment)
- ☐ \$200 Family Registration Fee (\$400 on or after February 22nd)
- ☐ Supply Fee for each enrolled child (Must be paid in full at time of enrollment)
- ☐ Tuition Check made out to PHWS (if paying in full to receive 3% discount. Supply fee not included)
- ☐ Set up FACTS account if needed (families paying monthly not previously registered with FACTS)
<https://online.factsmgt.com/signin/3Zmm2>
- ☐ Family Pledge of Understanding
- ☐ If adding a new student, make sure they are listed on your contract
- ☐ Early Childhood or Grades application for each new student with \$75 application fee
- ☐ Future Enrollment Planning sheet, listing children for future enrollment, if applicable

Additional Checklist if applying for Tuition Adjustment

- ☐ Completed Tuition Contract-Unsigned
- ☐ Completed Tuition Adjustment Request-Signed
- ☐ Complete Tuition Adjustment Application through FACTS (\$40 fee applies)
<https://online.factsmgt.com/signin/3Zmm2>