



## Reenrollment 2025-26

*All forms and fees are due by Monday, February 24, 2025*

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 24<sup>th</sup>)
- 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>