

## SMART TUITION GENERAL ENROLLMENT INSTRUCTIONS

Your School has partnered with Smart Tuition to service your child's tuition account. To enroll online, please follow the instructions below:

### 1. ONLINE ENROLLMENT

Visit: [www.enrollwithsmart.com](http://www.enrollwithsmart.com)

### 2. WELCOME TO ENROLL WITH SMART

Click on the blue box, Create a New Account.

### 3. FIND YOUR SCHOOL

Enter your school's name in the search box. Make your selection by clicking the green circle.

### 4. SECTION 1 – WHO WILL PAY?

Enter the parent, guardian, or bill payer's contact information. Please provide your telephone number and email address as Smart Tuition regularly communicates important information about your account via telephone and email.

### 5. SECTION 2 – WHO WILL ATTEND?

Enter the names and grades of the children who will attend the school. If you already have a child in this school with a Smart Tuition account, simply add any additional children to your existing account by going to [enrollwithsmart.com](http://enrollwithsmart.com) and enter your current account information under I Have A Smart Account.

### 6. SECTION 3 – HOW & WHEN TO PAY?

Review the payment plans offered by your school and choose one. The payment plans listed are selected by your school and cannot be changed by Smart Tuition. Select your preferred payment method and due date from the options offered by your school.

### 7. SECTION 4 – SUBMIT

Review Smart Tuition's terms and conditions. Click SUBMIT ENROLLMENT to complete your online enrollment.

### REGISTRATION APPLICATION SUCCESSFUL

You will receive a confirmation page with your Smart Tuition Family ID. Your school will then review your enrollment, and once complete, you will receive confirmation from Smart Tuition.

### ACCOUNT ACTIVATION

Once your school has reviewed and activated your account, you will receive an email with login instructions.

To view your balance, make payments, update your personal information, or chat with a live representative, access your Smart Tuition account at [parent.smarttuition.com](http://parent.smarttuition.com).

The Smart Tuition program manages tuition payments and follows the policies established at the school. Decisions regarding tuition amounts, tuition aid, scholarships, and all other tuition related items are made by your school.

We look forward to working with you and your family this year! Our Parent Contact Center is available 24 hours per day. Families can access their accounts to check balances and make payments. Call us at (888) 868-8828.

St. Mary School  
F.D number  
10665



**SMART TUITION™**



# Church of St. Mary

20 Harrison Avenue  
East Islip, NY 11730-2391  
(631) 581-4266  
Fax: (631) 581-0112  
[www.stmaryseastislip.org](http://www.stmaryseastislip.org)

## St. Mary Parish Automated Sacrificial Giving

St. Mary Parish is pleased to offer **Electronic Funds Transfer (EFT)** as a convenient way for you to deliver your regular sacrificial gift to our parish. Here's why you may want to consider this option:

**Convenience** ~ Your gift is automatically received once a month.

**Consistency and Planning** ~ Even when you are away, your gift provides consistent support of our parish and ministries. Your participation enhances our budget planning.

**Confidentiality and Security** ~ EFT utilizes the Automated Clearing House (ACH), the same network used for Direct Deposit and Electronic Bill Payment. In addition, paperless transfer prevents possibility of loss or theft.

**Community** ~ We will continue to send you envelopes. If you choose, mark your weekly envelope with the letters "EFT" and place it in the collection basket. This will allow you to participate in the offertory, and will assure us that your gift is not missing from the envelope.

**If you are interested in this option, please complete and submit the form below.**

**For further information, contact the Office of Ministry, Development & Operations at 581-4266, x102.**

## AUTOMATED GIVING AUTHORIZATION FORM

I, \_\_\_\_\_, authorize St. Mary R.C. Church, East Islip, New York, to initiate monthly withdrawals from my (choose one): ( ) Checking, ( ) Statement Savings, or ( ) Money Market Account.

To convert a weekly gift to a monthly one, multiply dollar amount by 4 1/2. My monthly sacrificial gift is \$ \_\_\_\_\_.

I would like my gift to be deducted from my account on the (choose one): ( ) 1<sup>st</sup> of each month, or ( ) 15<sup>th</sup> of each month.

Note: Your gift will be clearly listed on your monthly bank statement.

**Effective Start Date for Automatic Withdrawal:** \_\_\_\_\_. *This authorization will remain in effect until St. Mary R.C. Church, East Islip, NY, has received written notification at least five (5) days in advance of the desired termination date.*

\_\_\_\_\_  
Authorized signature for account

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joint signature for account

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Please retain a copy of this completed form for your records.**

**Attach a voided check to the original document and return it to:**

**St. Mary RC Church  
Office of Ministry, Development & Operations – EFT  
20 Harrison Avenue  
East Islip, NY 11730-2391**

*"Centered in the Word of God and the gift of Jesus in our midst, the mission of St. Mary's parish family is to be a welcoming community which proclaims through word and action the dignity of every person."*