



May 19, 2023

Dear SFX Families,

As we prepare for the upcoming school year, below are some changes regarding the ESA program and St. Francis Xavier School. Please know these changes will go into effect on July 1st, 2023.

- All Families who choose to be on ESA need to send in a copy of your signed ESA contract or notify me you are on the program. When I receive the contract or notification, we will add "ESA" next to your last name in FACTs (It's very important to notify the school so there are no conflicts)
- SFX Families will no longer be allowed to select the school a vendor due to delays in payments
- Instead tuition will be paid directly through your FACTs account on a Monthly, Quarterly or Annual timeframe (this is based on the signed agreement in FACTs and what you selected)
- If you choose to be on ESA, you will need to be on in the program for the entire school year. You will not be able to switch between STOs and ESA

Reimbursement to self will be a seamless process once your funds have been credited to your Classwallet account. As a refresher, attached are the steps on how to pull your payment history in FACTs.

These changes are to ensure you are compliant with all terms, conditions to eligibility and the legal requirements are met for the ESA program you are choosing to participate in. The School is not responsible for ensuring your compliance with this or any other term, condition, law or requirement relating to tuition assistance programs.

If you should have any questions, please do not hesitate to call.

Sincerely,

Aundrea Yabo-Ramirez
Tuition and Scholarships Manager
St. Francis Xavier School