



St. John's School SMART TUITION

K-8 Online RE-ENROLLMENT Instructions for the 2021-2022 School Year
To Re-Enroll online with Smart Tuition, please follow the instructions below.

ONLINE RE-ENROLLMENT

Visit: www.enrollwithsmart.com Enter your existing USERNAME and PASSWORD under the "I have a Smart Account" and click LOGIN. *If you forgot your LOGIN information, please click on Forgot your username/password?*

REVIEW YOUR ACCOUNT

Confirm your information and review the account details that you want for the upcoming year.

Note that any changes you make here will apply only to your account for the 2021/2022 school year. You will have to log into your 2020/2021 account separately to make any address, contact or payment type changes.

SECTION 1 – WHO WILL PAY?

Confirm 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

SECTION 2 – WHO WILL ATTEND?

Confirm the names and grades of the children who will attend the school. If you have additional children attending in the new school year, you may add them to this section at this time.

SECTION 3 & 5 – HOW & WHEN TO PAY? & MAKE A PAYMENT

The payment plans, Select 10 Month or Annual. Select your preferred payment method

Note: K-8 School families may choose to pay the tuition due over 10 equal monthly payments or a 1-time Annual payment no later than 7.31.21 to receive a 1% discount. Additionally, any fees (*) incurred other than tuition will be due the month billed; payment plans will not apply. (Ex. Sports Fees, Before &/or After School Care)

SMART TUITION FEE – There is a \$35 annual Smart Tuition fee per family paid at the time of enrollment.

Smart Tuition charges \$30 for each returned payment and \$40 collections management fee per month on late accounts.

Enrollment Code – Not needed

SECTION 6 – CONFIRM

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

CONFIRMATION

Upon online re-enrollment completion, a confirmation page will display, and a confirmation email will be sent to you. Enrollment is not complete until you receive the confirmation email and the registration fee and Smart Tuition fee is paid. ONLY online payments will be accepted for Registration as all families must have an account with Smart Tuition. Thank you in advance for assisting us with this process, we greatly appreciate it.

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

(*) Fees incurred at St. John's will be billed through Smart Tuition and include Extended Care, Athletics, Missed Lunch, Summer Camp, Registration Fees and other miscellaneous charges incurred.

We look forward to working with you and your family this year! 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. Our Parent Contact Center is available 24 hours per day. Call us at (888) 868-8828 or you can contact St. John's accounting team at accounting@sjdenver.org.