



ARCHBISHOP CARROLL HIGH SCHOOL

Applying For Financial Aid 2023-2024 School Year Deadline: January 1, 2023

- The financial aid process will require completing the online application per these instructions.
- A \$35.00 processing fee will be required.
- Deadline for submission is January 1, 2023

Step 1-Access the FACTS financial aid page

<https://online.factsmgmt.com/aid>

or thru the Carroll Website www.carrollhs.org under Admissions>Financial Aid and Scholarships

The screenshot shows the website's navigation menu with 'Admissions' highlighted. A box labeled 'Admissions' with a downward arrow points to the 'Admissions' link in the top navigation bar. The dropdown menu for 'Admissions' includes the following items: Welcome, FinalForms, Visiting Carroll, Welcome Party, Virtual Tour, Request Information, Important Dates, Apply Online, Chalk Talks, High School Placement Test, Tuition, **Financial Aid & Scholarships**, and International Program. The 'Financial Aid & Scholarships' item is highlighted in blue. The website header includes 'FACTS', 'STAFF DIRECTORY', 'MENU', and 'TRANSLATE' buttons. The main navigation bar lists 'About', 'Ministry & Student Life', 'Academics', 'Athletics', 'Giving', 'Alumni', 'Current Families', and 'Admissions'. The page features a large image of students in blue 'CARROLL' sweatshirts. A 'Welcome to Archbishop Carroll HS' banner is visible at the bottom of the main content area. The browser address bar shows 'https://www.carrollhs.org/admissions/financial-aid.cfm'. The Windows taskbar at the bottom shows the time as 3:29 PM on 12/7/2022.

Begin by accessing the Carroll High School FACTS homepage at the following web address

[Current Families Click Here](#)

You should see this screen (online.factsmgt.com)

FACTS

Home Notices Signed in as Kevin

Welcome Grant & Aid Applicant

Have an account? [Sign in](#)

New User
To begin applying for aid as a first time user to the new FACTS system
[Create an Account](#)

Having difficulties? Check our FAQs.

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Hi, I'm Bailey,
your FACTS digital assistant.
If you have questions, I have answers.
[Start Chat](#)

Fixed Asset Activit...xlsx StudentAppExport...xlsx StudentAppExport...xlsx StudentAppSearch...csv Show all

- If you are a current family, Click

Have an account? [Sign in](#)

“Sign In”

If you already have an account, you can skip to Step #3

- If you are new family click “Create an Account

New User

To begin applying for aid as a first time user to the new FACTS system

[Create an Account](#)

Create An Account

- Enter your email address and click “Next”

Create Account

Please enter your e-mail address.

E-mail Address*

Next

Cancel

[Do not have an e-mail address?](#)

- Click “Create a new FACTS account”

Create Account

Welcome! Thank you for using FACTS.

Please take a few moments to create a user account.

[Create a new FACTS account](#)

[Already have an account with FACTS?](#)

Fill out the requested information and click “Next”

Create Account

Contact Info

Name

First Name*	<input type="text"/>
Preferred Name	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>
Suffix	<input type="text" value="-- None --"/>

Address

Country*	<input type="text" value="-- Select --"/>
Address Line 1	<input type="text" value="Street Address, PO Box, Company Name, c/o"/>
Address Line 2	<input type="text" value="Apartment, Suite, Unit, Building, Floor, etc."/>
Add another address line	<input type="text"/>
City	<input type="text"/>
State/Province/Region	<input type="text"/>
Zip	<input type="text"/>

- Choose a Username, Password, 4 digit PIN and security questions and click “Submit”

Create Account

Online Account Profile

Required fields are marked with a *

Username and Password

Username*	<input type="text"/>	<ul style="list-style-type: none">✓ Do not include spaces in your password✗ Password must contain at least 8 characters✗ Password must contain at least one letter✗ Password must contain at least one number✗ Password must include at least one special character: !@#\$\$%^&*()_+.✓ Password must not have any invalid characters✓ Passwords are case sensitive✓ Password cannot contain the username
Password*	<input type="password"/>	
Confirm Password*	<input type="password"/>	

Phone Authentication

This information will be used to validate your identity when making inquiries by telephone. Choose information you will easily remember.

4-Digit PIN*	<input type="text"/>
Telephone ID Question 1*	-- Select --
Question 1 Answer*	<input type="text"/>
Telephone ID Question 2*	-- Select --
Question 2 Answer*	<input type="text"/>

[Submit](#) | [Back](#) | [Cancel](#)

Step 3-Complete the Application



Welcome, Luke Kates

What term are you applying for aid?

2023-2024 ← Click 2023-2024

2022-2023

[Continue](#) [Cancel](#)

You can watch the video for instructions on completing the form

What To Expect



- To begin the application, click “Start Application” at the bottom of the screen

Application Fee

There is an estimated **one-time non-refundable application fee of \$40.00 per household**. This may change based on your selected school(s). The same application can be applied to multiple institutions provided they use the FACTS Grant & Aid Assessment services. We accept all major credit cards (Visa, Master Card, American Express, Discover).

Navigation

You will see the progress of the application on the left (desktop) or top (mobile) of your screen. The status of each section is represented with the following icons.

- ✓ Complete
- ! Errors that must be corrected

The form is automatically saved as you progress through by clicking the "Previous", "Save & Continue", or "Save & Exit" buttons.

Required Documentation

Depending on your application some or all of the following documents may be required.

- Copies of U.S. Individual Income Tax Return.
 - 2021 IRS Federal Form 1040 and supporting schedules (Schedule 1, Schedule 3)
 - Dependent Statement if claiming more than 4 dependents
- Copies of [W-2 Wage and Tax Statements](#).
- Copies of supporting documentation for household Nontaxable Income.

A complete list of required documents will be available once you have submitted your application along with instructions on how to upload your documents.

[Start Application](#)

Click HERE

You can start the application and continue at a later time but please remember the deadline for completion and submission is January 1, 2023.

If you have problems or questions, you can contact FACTS customer support at 1-866-441-4637 or contact the Carroll High School Business Manager, Kevin Kates, at kkates@carrollhs.org.