

Returning Student Registration Instructions for 2023-24:

To access Family Portal:

- Please go to www.factsmgt.com
- Select **Parent Log In** from the menu bar and **FACTS Family Portal** from the drop-down menu.
- Type in your username and password. Our District Code is GC-GA. If you have forgotten your username or password, please click on the link provided.
- After logging in, click on **Apply/Enroll** in the left menu.
- Click on the **Enrollment/Reenrollment** link.

The online process should take approximately 15 minutes to complete. Your information will be saved if you need to quit and come back later.

After you have reviewed and submitted the enrollment packet, a Make Payment Option will appear. Please follow the instructions for the enrollment fee payment of \$300. (\$200 if paid by March 1st)

Re-Enrollment is not complete until the package is submitted and the Registration Fee is paid on-line.

If you have any questions about the process, contact Bonnie Guthrie at 229-559-5131.

*** If you know that your child will not be returning to Georgia Christian, please let Ms. Bonnie Guthrie know so this charge can be removed from your account.**