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| C:\Users\Rachel K. White\Pictures\base logo jpeg 2.jpg |

September 2022   
Dear Parents,

We are pleased to announce that we’re partnering with Blackbaud Tuition Management to process and collect tuition and fees for the 2022/2023 school year.

**Tuition Management enables you to:**

**Select a payment method that works best for you:**

* Choose to receive a monthly invoice.
* Set up recurring automatic payments from your bank account or credit card.
* *Visa*, *MasterCard*, *Discover*, and *American Express* are accepted. (2.85% fee is charged to all credit card and debit card transactions)
* Pay Near Me™ Cash Payments at Retail Stores Payers can make cash payments at 7-Eleven™, Family Dollar™, and CVS™ pharmacies by presenting their payment coupon to a clerk to process. There is a $4.99 fee charged for each cash payment made at a retail store \*\*\* NEW this year for BASE

**Access your account online to:**

* Review account history, transaction details, and print monthly invoices.
* Edit your contact information, password, and payment method.
* Make a payment or set up recurring payments.

**Receive payment and follow up reminders:**

* For recurring payments, a reminder is emailed 7-10 days before the due date.
* For missed payments or outstanding balances, you’ll receive an email and text message.

**Speak with a customer service representative.**

* Families can access their accounts to check balances and make payments 24/7.
* Spanish speaking representatives are available.
* Call toll free to make payments at (888) 868-8828.

**Please go online before August 19th to enroll in Tuition Management at:** [**https://enroll.blackbaud.school**](https://enroll.blackbaud.school/)

**Our school code is: \_\_11664\_\_\_.**

Thank you for selecting Braintree After School Enrichment for your child’s education.

Sincerely,   
Braintree After School Enrichment