

# St. John Neumann Catholic Preschool Instructions for Online Tuition Payment

Please follow the directions below to pay your monthly Preschool Tuition online.

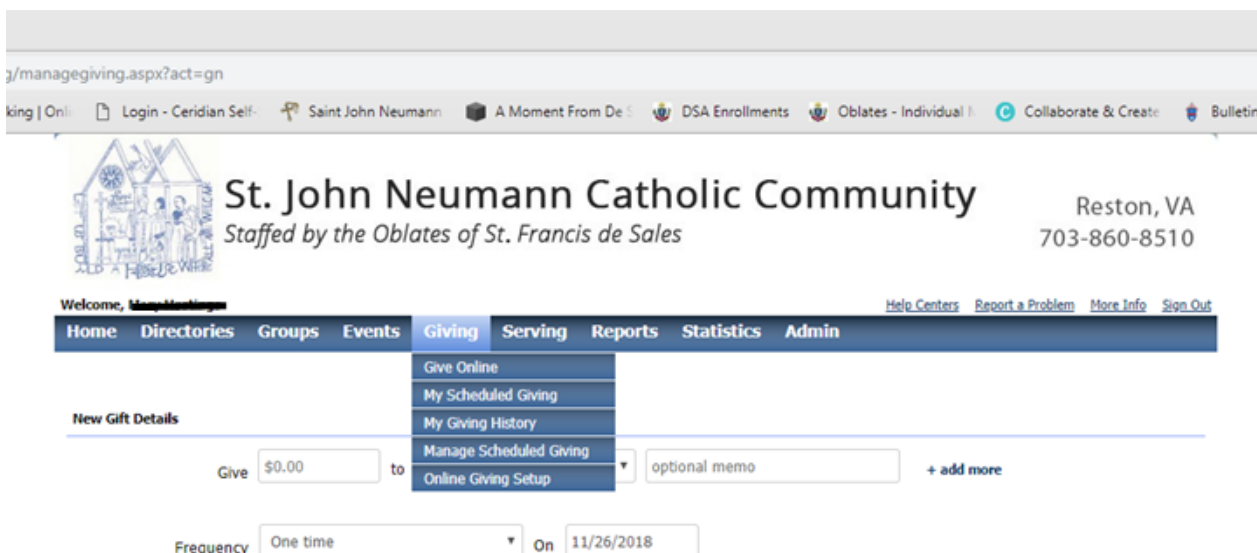
Tuition is due on the 1st of each month. If received after the 8th of the month, a \$25 late fee will be assessed. If you have any issues or concerns regarding the payment of tuition, please contact the Preschool Director, Kathy Dallessandro.

1. Go to [www.saintjn.org](http://www.saintjn.org). Under the Preschool tab, select Preschool-Payment.
2. Select "Sign in to Make Payment."
3. **If this is the first time you are accessing the system, click on [Need a Login/Click Here](#).** Otherwise, login using your E-mail Address/User Name and Password previously established.



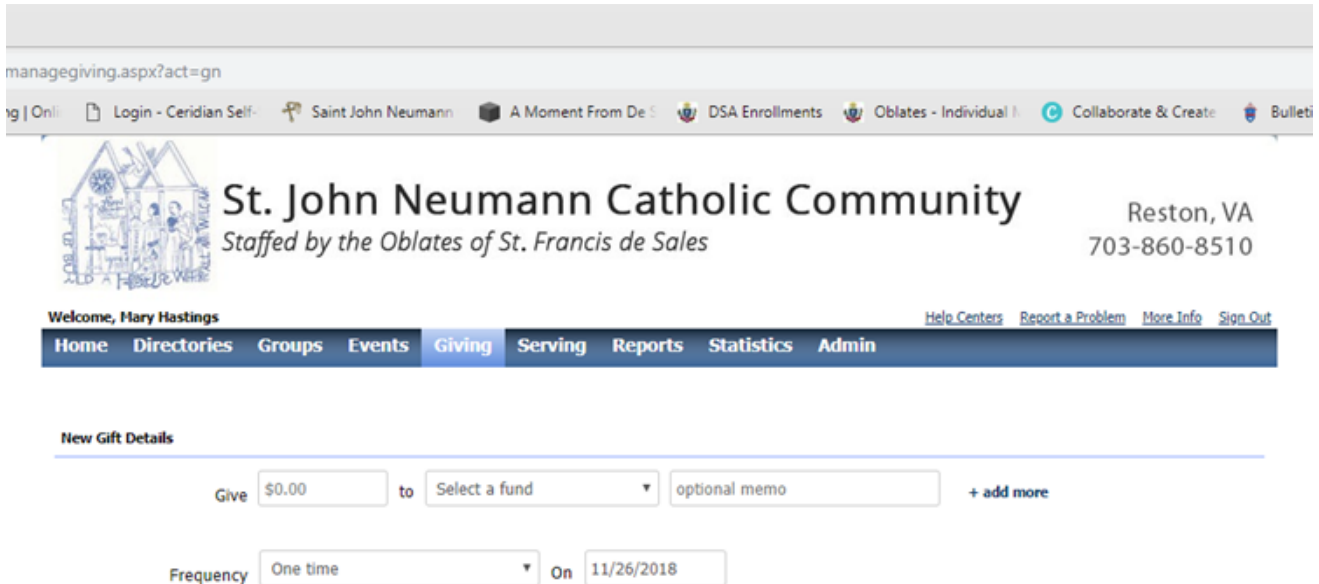
The screenshot shows a web browser window with the URL <https://secure.accessacs.com/?sn=96614>. The page header includes the St. John Neumann Catholic Community logo, the text "St. John Neumann Catholic Community Staffed by the Oblates of St. Francis de Sales", and the location "Reston, VA 703-860-8510". A blue banner reads "Welcome to St. John Neumann Catholic Community Sign In". The main content area features a "Sign In" form with fields for "E-mail Address or User Name:" and "Password:", a "Remember my Username" checkbox, and a "Sign In" button. Below the form is a link for "Forgot your password or user name?". At the bottom, there is a "Need a login? [Click here](#)" link and a "Go Mobile" button. The footer contains "ACS Technologies Privacy Policy | Terms of Use".

4. Go to the **Giving** tab and select **Give Online**.




The screenshot shows the "managegiving.aspx?act=gn" page in a web browser. The header includes the St. John Neumann Catholic Community logo, the text "St. John Neumann Catholic Community Staffed by the Oblates of St. Francis de Sales", and the location "Reston, VA 703-860-8510". A navigation menu includes "Home", "Directories", "Groups", "Events", "Giving", "Serving", "Reports", "Statistics", and "Admin". The "Giving" menu is expanded, showing options: "Give Online", "My Scheduled Giving", "My Giving History", "Manage Scheduled Giving", and "Online Giving Setup". Below the menu is a "New Gift Details" form with a "Give" field set to "\$0.00", a "to" dropdown menu, an "optional memo" field, and a "+ add more" button. At the bottom, there is a "Frequency" dropdown set to "One time" and an "On" date field set to "11/26/2018".

5. Next to GIVE, enter the amount of payment.
6. Under SELECT A FUND, choose Preschool Tuition.
7. Under OPTIONAL MEMO, enter the child's name.
8. Next to FREQUENCY, enter one time or once a month. Then complete the date information.
9. Enter your PAYMENT DETAILS or banking information. Click GIVE to submit your payment.



managegiving.aspx?act=gn

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 **St. John Neumann Catholic Community**  
Staffed by the Oblates of St. Francis de Sales

Reston, VA  
703-860-8510

Welcome, Mary Hastings [Help Centers](#) [Report a Problem](#) [More Info](#) [Sign Out](#)

[Home](#) [Directories](#) [Groups](#) [Events](#) **[Giving](#)** [Serving](#) [Reports](#) [Statistics](#) [Admin](#)

**New Gift Details**

Give  to  optional memo  [+ add more](#)

Frequency  On

(You will receive a confirmation message. Do not be concern if it states “recurring gift.” This is the default setting through our online payment system.)