## How to fill out Web Forms on FACTS

1. Go to factsmgt.com. Click on "Log In Here" in the upper right corner of the page.



2. Next click on Family Portal Login over on the left side of the page in the first tile.

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	Product Logins	
For Families For Families Family Portal Logn > Payment Plans / Financial Aid 3 My Catholic Faith Delivered Logn >	USA EVALUATE OF A CONTRACT FOR CONTRACT OF A CONTRACT FOR CONTRACT OF A CONTRACT CONTRACT OF A CONTRACT CONTRACT CONTRACT OF A CONTRACT	Every of the every series

3. Type in district code "fcs-va" and click the Next button.

District Code
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4. Type in your login and password and click the LOG IN button.

Family	Portal
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to FCS	S-VA
Change	district
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Forgot password?	

5. Once in your Parent Portal, click on Web Forms on the left side bar.

	FCS-VA		
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ı.	School ^	Announcements	
	School Home		
	Calendar	No announcements found	
	Directory		
	Classes	Firents	B School Calendar: Dates to Note
	Photo Gallery	Today Tomorrow	8/14/24 2024-2025: Q1 Begin
	Resource Documents		10/9/24 2024-2025: Q1 End
	Web Forms	No events found.	12/19/24 2024-2025: Q2 End
0	Student		1/7/25 2024-2025: Q3 Begin 3/7/25 2024-2025: Q3 End
9	student V		3/17/25 2024-2025: Q4 Begin
*	Family 🗸		5/22/25 2024-2025: Q4 End
1	Apply / Enroll 🗸		
	Resources		
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6. Click on Forms to Update for 25-26 in blue.

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í	h	School	^	T Web Forms	Last Updated	
		School Home		Forms to Update for 2025-2026		
		Calendar				
		Directory				
		Classes				
		Photo Gallery				
		Resource Documents				
		Web Forms				
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7. Update each form in the list you see for each student. Note: there is a "last updated" date to the right of each form. Be sure to click the Save button for each form. You should get the message at the top of the form, which says "Web Form Update Saved."

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← <u>Back</u>		
Please updat	e the following forms for your family.	Last Updated
Callan Ridge	Student Demographic Form	
Ryan Ridge	Student Demographic Form	
Callan Ridge	25-26 Student Medical Card	07/23/2025   12:07PM
Ryan Ridge	25-26 Student Medical Card	07/23/2025   12:07PM
Callan Ridge	Emergency Contact Form	07/23/2025   3:30PM
Ryan Ridge	Emergency Contact Form	07/23/2025   3:32PM
Callan Ridge	25-26 After School Care-Faith Zone & Study Tables	07/24/2025   10:32AM
Ryan Ridge	25-26 After School Care-Faith Zone & Study Tables	
Devin Ridge	Driver Safety Agreement	
Rebecca Ridge	Driver Safety Agreement	07/24/2025   10:21AM
Devin Ridge	Parent Signature Form	
Rebecca	Parent Signature Form	07/24/2025   10·32AM

Contact Rebecca Ridge with questions: rridge@fcsva.com.