

Dear Parents,

At Elements Academy, we are constantly looking at ways to improve on the service we provide you and your children. With this in mind, we are excited to offer the convenience of automated tuition and fee payments.

Tuition Express, part of our Procure Software management system, allows us to process payments safely, quickly and efficiently. In a matter of minutes we will accomplish what has taken us hours to complete – leaving us more time to spend with your children.

Once enrolled in Tuition Express, your tuition and fee payments will be paid automatically and on a schedule that we both agree on. Elements Academy can produce a receipt for the payment or you can receive instant email notification by signing up at <https://www.tuitionexpress.com/>.

Your personal account information is safe with Tuition Express – safer, in fact, than paying by check. Automated payments have proven safer than writing checks and eliminates potential check fraud or identity theft.

Please look over the [Tuition Express Frequently Asked Questions](#). There, you will find answers to questions you may have about Tuition Express or automated payments in general. If you have further questions, don't hesitate to ask.

By completing the [Tuition Express Parent Enrollment Form](#), you will help us take a gigantic step forward in our payment processing strides – a step that will allow us to spend more time with your children and less time processing payments and making trips to the bank.

Tuition Express is convenient for you, efficient for us, but best for your children.
Welcome Aboard!

Sincerely,

Elements Academy
8851 Field Street
Westminster, CO 80021