

To complete the application and enrollment process, please follow the steps below:

Step 1: Create an Application Account

- Please click on the following link: <https://ia-ms.client.renweb.com/oa/?memberid=16683>

Step 2: Create a Family Portal Account

- Please go to [FACTS Family Portal](#)
- Select **Create New Family Portal**
- Enter your email address as provided in your application to the school.
- Click **Create Account**
- You will receive an email from FACTS Customer Support containing a link that will allow you to create your username and password. For security purposes this link will remain active for 6 hours.

Step 3: Access Family Portal

- Please go to [FACTS Family Portal](#)
- Type in your username and password. If you have forgotten your username or password, please click on the link provided
- Go to left-side Navigation Menu
- Click on **Apply/Enroll**

Our Enrollment system will open with a link to the enrollment packet for your student/students. The process should take approximately 15 minutes to complete. Your information will be saved if you need to quit and come back later. Once you have submitted your application, you can mail your registration fee to the school or drop it off in the administrative/business office. This fee will be \$160 for a single student or \$260 for two or more students. After March 31, the fee will go to \$260 for a single student or \$360 for two or more students. Our mailing address is P O Box 967, Indianola, MS 38751. If you have any questions, please contact our office at (662) 887-2025.

Sincerely,

Indianola Academy