



# Holy Family Academy Catholic School

## HFA – PAYMENT PROCEDURE School Year 2025-2026

Dear parents.

The following is the procedure to follow to pay school fees directly in the bank or online and how to report them to the school.

Please read them carefully and help us improve our system and processes so we can keep accounts clear and up to date in a better way.

 **Payment confirmations that do not follow the current procedure will not be registered and will not be updated.**

### When doing your payment:

1. **Indicate name and last name of your child** in the "Notes" or "Transfer Details" section of your online banking, or with the bank teller when depositing directly in the bank.
2. **Indicate FULL NAME (name and last name) of the owner of the bank account**  
Either the full name of a person or a company. (You can also include this information in the "Notes" or "Transfer Details" section).
3. **Get confirmation of your payment**, either a screenshot when online banking or a receipt when depositing in the bank.
4. **Send the payment confirmation to [payments.hfa@gmail.com](mailto:payments.hfa@gmail.com) as soon as possible.**

**Do not take for granted that the school or bank will automatically identify your transaction with the name of your child.**

All information requested **MUST BE** visible and clear:

- Name of the **BANK, NUMBER AND NAME ON THE ACCOUNT** used to make the payment.
- Full name of the student.
- Total amount paid.
- Date

**NOTE: Forwarded bank emails or text messages will not be accepted.**

August 27, 2025

[www.hfa.catholic.tc](http://www.hfa.catholic.tc)

14 Farm Lane. Providenciales, Turks & Caicos Islands, B.W.I  
Tel: 1(649)941-7875 e-mail: [holyfamilytci@gmail.com](mailto:holyfamilytci@gmail.com)



# Holy Family Academy Catholic School

## **BANK ACCOUNTS:**

### **Scotiabank**

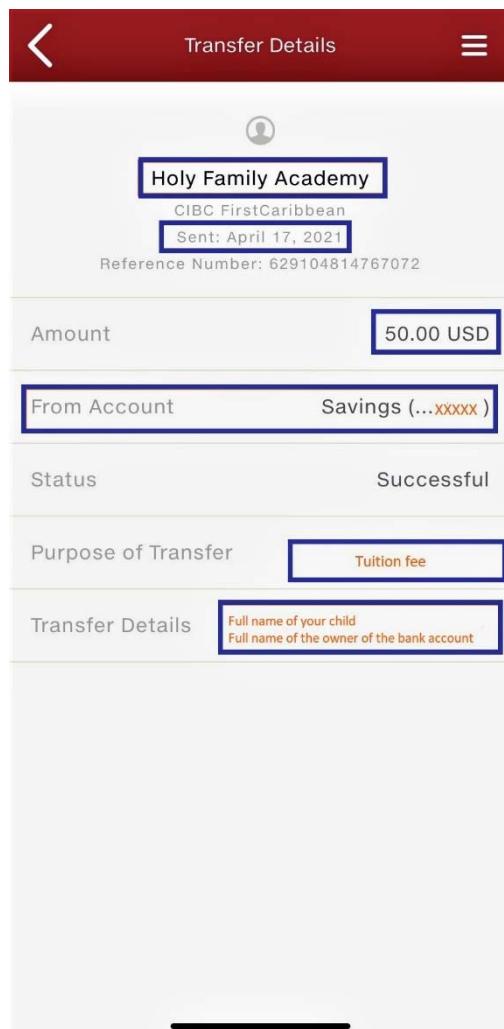
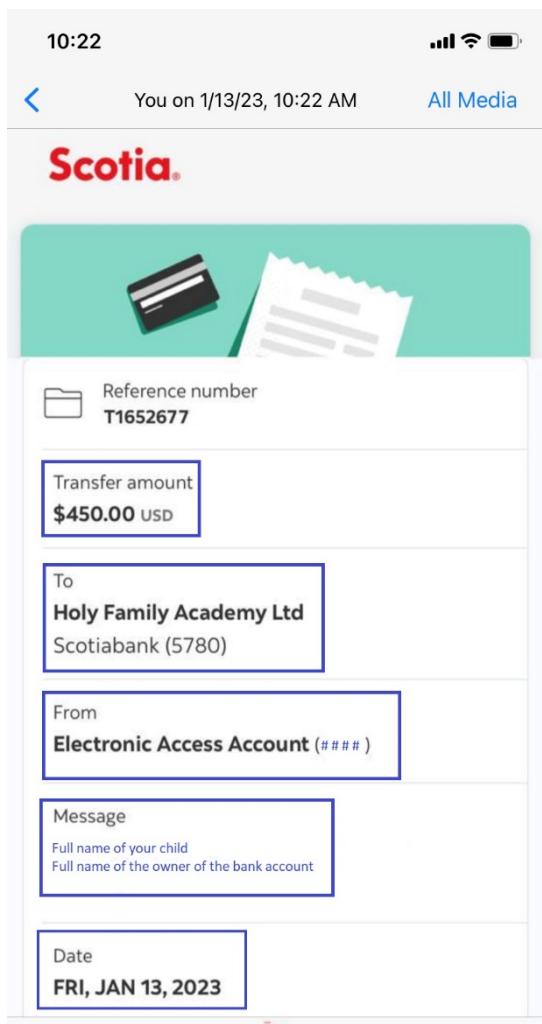
Account Name: Holy Family Academy  
Account Number: 755780

### **First Caribbean International Bank**

Account Name: Holy Family Academy  
Account Number: 10362359

**NOTE:** If your bank account belongs to different bank, extra fees may apply.

**Valid samples of image confirmation payments on mobile.**



**August 27, 2025**

[www.hfa.catholic.tc](http://www.hfa.catholic.tc)

14 Farm Lane. Providenciales, Turks & Caicos Islands, B.W.I  
Tel: 1(649)941-7875 e-mail: [holyfamilytci@gmail.com](mailto:holyfamilytci@gmail.com)



# Holy Family Academy Catholic School



FirstCaribbean  
International Bank

NAME ON YOUR ACCOUNT

May 25, 2020

Transfer Type	To other CIBC FirstCaribbean customer
From Account	YOUR ACCOUNT #
To Account	...2359
Payee Name	Holy Family Academy
Amount	100.00 USD
Purpose of Transfer	
Reference Number	
Status	Successful
Transaction Date	May 25, 2020
Notes	YOUR CHILD NAME

Scotiabank

Transfer to others



Your transfer was accepted!

Reference number	T24551
From	Account (####5)
To	Holy Family Academy Bank name: Scotiabank Account number: *****5780
Transfer amount	\$810.00 USD
Message	School fee payment for Jon Doe
Date	Tue, Mar 11, 2025

August 27, 2025

[www.hfa.catholic.tc](http://www.hfa.catholic.tc)

14 Farm Lane. Providenciales, Turks & Caicos Islands, B.W.I  
Tel: 1(649)941-7875 e-mail: [holyfamilytci@gmail.com](mailto:holyfamilytci@gmail.com)