



Top 3 FAQs About Radius Contracts

FAQ 1:

Can I edit my contract in Radius?

No, Radius contracts are programmed by Senior Systems and changes cannot be made by the school. Contracts are HTML documents that include conditional statements and incorporate unique identifiers for custom text, payment plans, etc.

You will review your contract requirements with the Senior Systems Team before the initial launch of Radius to determine how to use posting fields, award types and custom fields to meet your objectives.

Best Practices:

- Test for each scenario before publishing contracts
- Review contracts annually at least 1 month before publishing

FAQ 2:

Why is the contract displaying the wrong information? [dates, details about a fee, etc.]

Custom text allows a school flexibility to update dates and text strings that will change year to year or during different parts of the school year for midyear contracts.

- Contract HTML fields need to be updated when you add a new enrollment year.
- The updates need to be made in two places
 - Enrollment Contract HTML
 - Re-Enrollment Contract HTML
- If you have multiple division the changes made in one division will apply to all divisions

Best Practices

- Use the same set of ID numbers for both Enrollment and Re-Enrollment.

Custom Text

You may enter custom text for your enrollment contracts here. Please note that changes to H

The following text will apply to all divisions

ID	Description	Text
1	Academic Year	2022-2023
2	Last Year	2021-2022
3	10 Pay Start	July 2022
4	10 Pay End	April 2023
5	12 Pay Start	May 2022
6	12 Pay End	April 2023
7	Auto Pay Fee	\$40.00
8	Processing Fee	3%
9	Withdraw date	May 1, 2022

FAQ 3:

I added a new Tuition Plan Option in AR but when a contract is returned the value is not updating correctly, why?

The contract Payment Plans selections are programmed to match a specific Tuition Plan option in Ascendance. Each plan has a unique value associated with it that is used in programming.

- **NEW PLAN:** If you add a new Tuition plan to code maintenance then you need to update the contracts. Please submit contract changes through SeniorSystems-Support@communitybrands.com
- **RENAME:** If you are changing the name of an existing plan, you will not need to change your contract as the unique value remains constant. You can update the name of an AR Tuition Plan in Code Maintenance

For further details please review documents on [Radius Help](#)

- [Contract Components](#)
- [Setup: Contract HTML IDs](#)