

# T.R.I.P.

## Tuition Reduction Incentive Program

### How do I sign up?

**Step 1.** Visit [www.nosa.us](http://www.nosa.us)

**Step 2.** Click on NOSA icon

**Step 3.** Log on name will be “New”  
Password will be “116”

**Step 4.** Create your own personal user name and password.

**Step 5.** Fill out personal information. If credits are going to another family, be sure to indicate that family’s name in appropriate spot.

**Step 6.** Submit a voided check along with ACH form found online at [www.school.stpatrickofheatherdowns.org](http://www.school.stpatrickofheatherdowns.org) under drop down menu Resources tab and then TRIP ordering.

**Step 7.** Once signed ACH form and voided check are received, TRIP office will approve your registration and you will then be able to start submitting orders.

### EASY ORDERING FACTS.....

- Online order form allows for ordering anywhere/anytime with no paperwork and the software does the totaling for you.
- Two order dates each week. 9am on Mondays and Wednesdays. (Holiday weeks and school breaks can alter the schedule.)
- Two day turn around on orders.
- You will receive an e-mail confirmation with each order submitted.
- Online ordering allows us to place orders if we have a school delay or closing on an ordering day.
- Access to personal earnings account information any-time/anywhere.
- Secure banking!

Any questions can be e-mailed to [SPHTRIP@toledostpats.org](mailto:SPHTRIP@toledostpats.org)