

Assumption High School Recurring Giving Program PayPal FAQ

Q: Do I need to have a PayPal account in order to set-up recurring giving?

A: Yes, you will need to have an existing PayPal account or create a PayPal account in order to set-up recurring giving. PayPal requires that donors set-up an account that way they can check, manage, and cancel their recurring payments on their own. It is very easy and secure to set-up. To read more about PayPal's security policies and Protection Plan, [click here](#).

Q: How will this recurring donation show up on my credit card or bank statement?

A: The transaction will appear on your statement as "PayPal *AssumptionH".

Q: Can I set-up recurring giving with a credit card, debit card, or bank account?

A: Yes, you can use any of these three ways to set-up a recurring giving payment. However, when setting up your recurring giving payment, be sure you select a preferred payment method. To learn more about payment methods, [click here](#).

Q: I've signed up for a recurring donation to Assumption High School. Where can I find or manage this information?

A: Here is how you can view your recurring payments on PayPal:

1. Go to <https://www.paypal.com/us/home> and login to your account.
2. Click the  icon in the top right corner.
3. Click the **Payments** tab.
4. Click **Manage automatic payment** under "Automatic payments."
5. Click the payments you want to view.

Q: I've set-up a recurring donation to Assumption High School, how will I receive notice that the gift has been received?

A: You will receive an automated receipt from PayPal when you first set-up your recurring donation and every month (for monthly donations) or every year (for yearly donations) on the day the donation is processed. Assumption High School will also mail acknowledgements for donors to use for tax purposes once a donation is made.

Q: What day will my donation be processed for the monthly donation option?

A: Your donation will be processed on the same day each month that you set-up your recurring giving. For example, if you set up your recurring monthly donation on October 7, your donation will be processed each month on the 7th.

Q: What day will my donation be processed for the yearly donation option?

A: Your donation will be processed on the same day each year that you set-up your recurring giving. For example, if you set up your recurring monthly donation on October 7, your donation will be processed every year on October 7th.

Q: Is there a way to change which day my donation will be processed?

A: No, you cannot change which day your recurring giving donation amount will be processed after setting it up. Instead, you will need to cancel your current recurring giving payment and set-up another one. For instructions on how to cancel your current recurring giving payment, refer to the last question on this page.

Q: How do I update my recurring giving amount?

A: You cannot update your recurring giving donation amount after setting it up. Instead, you will need to cancel your current recurring giving payment and set-up another one. For instructions on how to cancel your current recurring giving payment, refer to the last question on this page.

Q: What if I want to change my payment method for my recurring giving payment to Assumption High School?

A: No problem! You can use a credit card, debit card, or bank account to pay for recurring giving. Here's how you can change your payment method:

1. Go to <https://www.paypal.com/us/home> and login to your account.
2. Click the  icon in the top right corner.
3. Click the **Payments** tab.
4. Click **Manage automatic payment** under "Automatic payments."
5. Click "**Assumption High School**" on the left-hand side.
6. Next to "Payment method" click your **credit card number** or  icon to change your payment method.

Q: How do I cancel a recurring payment/subscription?

A: Cancelling a recurring payment/subscription cancels all future scheduled payments of that subscription. A recurring payment/subscription can be cancelled up until the day before the next scheduled payment in order for you not to be charged. Here's how you can cancel a recurring payment/subscription:

1. Go to <https://www.paypal.com/us/home> and login to your account.
2. Click the  icon in the top right corner.
3. Click the **Payments** tab.
4. Under "Preapproved payments", click **Manage preapproved payments**.
5. Select "Assumption High School" and click **Cancel**.
6. Click **Cancel Profile** to confirm your request.

Q: What does my monthly recurring donation look like yearly?

A: You can multiply your monthly donation by 12 to see what your yearly contribution would be, or you can use the list below to see what common monthly/yearly donations would equate to.

\$5 per month= \$60 a year

\$10 per month= \$120 a year

\$25 per month= \$300 a year

\$41.66 per month= \$500 a year

\$83.33 per month= \$1,000 a year

\$208.33 per month= \$2,500 a year

Q: What perks do you offer for donors?

A: All donations to Assumption High School are tax-deductible. Additionally, all donors, unless specified as anonymous, are listed in our Annual Report magazine under giving societies and clubs. [Click here for a list of those giving societies and clubs](#). Plus, donors who make a gift of \$1,000 or more are members of the President's Society, and will receive two complimentary tickets to an AHS Rose Theatre production (must call Office of Advancement to reserve), and two gratis tickets to Rocket Spectacular Benefit Dinner & Auction.

If you have questions regarding your recurring donation to Assumption High School, please contact the Office of Advancement at (502)458-6258. If you have a question regarding your PayPal account or processing, [please refer to PayPal's website for help](#).