



Upon registering, participants select Tuesday, Thursday, or both (space allowing). Participants are expected to attend all days and to communicate absences at least 24 hours in advance. Participants are only charged for days attended.

### **Participant Fees**

- \$50 one-time enrollment fee will be added to the first invoice

### **Payment Details**

- Founders Place has adopted a **standard monthly tuition** for bookkeeping purposes. At \$42/day (\$10.50/hr) we are still a ‘bargain’ when it comes to safe, quality, creative, energizing, and loving care for your loved one.
  - **1 day per week: \$165 per month**      **2 days per week: \$330 per month**
- Scholarships are available for qualifying participants. Please contact the director.
- Statements are issued via email at the end of month for days attended the previous month.
- Payment is expected by the 15th of each month.
- You may submit payment online, by check, or cash after receiving the monthly invoice.
- Online payments: Our staff accountant, Sharon Fowler will send instructions with the first invoice on setting up an online account. Please enter Sharon’s email address into your contacts: [sfowler@saint-lukes.com](mailto:sfowler@saint-lukes.com).
- Checks & cash: Please write checks to “Founders Place”. Always include participant name and payment month (or invoice #) on the check or on a note with cash payments..
- Place check or cash payments in the secure drop box labeled “Church Inbox”. This is a white metal drop box located on the outside wall next to Saint Luke’s entrance (in the drive-through).
- Please do not give payments to volunteers or staff. Place all checks or cash payments in the lock box. Thank you!

### **Scholarship**

- No one will be turned away due to lack of funds. Scholarship is available to those in financial need. Please send inquiries to Susanna Whitsett at [swhitsett@saint-lukes.com](mailto:swhitsett@saint-lukes.com) or 205.802.6217