

January 29, 2018

Hello!

Thank you for your interest in being part of the Southern Adventist University PFE scholarship program at APCS. When I have received your application I will let you know that you have been approved. Then you can start!!!

TO START!!! Go to <http://web-assist-pfe.us-east-1.elasticbeanstalk.com> and create your account. Make sure to write the email and password down. I will not have it. PARENTS it would be good for this to be from your email so you can get email confirmation that the visit has been approved.

A few guidelines –

### **Senior Mentors**

Your senior mentor is to be a non-relative that is mostly shut in and needs help with companionship or chores. If you have one that you want to choose, who is not already being seen, please give me their name, address and phone number before you make your first visit. If you do not have someone in mind, we will assign you one.

Choose an elderly person who can not get out of their home very often. Find someone who needs a little light cleaning, chores or company (like reading and talking to, taking out the trash, puzzles, etc) Visit this person for one hour, one time a week each week. You must be accompanied by an adult.

### **Weekly Reflections**

After the visit students fill out an online reflection of their visit. If approved this visit and online reflection makes them eligible for \$25.00 each week and they can earn at least \$100 each month toward their bill. If a student misses three weeks with no excuse the software will pull them from the list of 12 and put you back on the waiting list. Your commitment is to visiting from August or from now-May 4 times a month.

Submit your visit on line through the above website once you are set up.

**YOU ARE RESPONSIBLE TO MAKE SURE YOUR VISITS ARE GETTING IN AND BEING APPROVED! If you don't get confirmation please let me know that week.**

OR, if you do not have internet access please fill in the enclosed Weekly Visitation Reflection sheet and turn it into Erin Miller by Monday of each week.

If you have any questions call me! We will get it all figured out so you can have your visits and \$\$ as smoothly as possible.

Thank you!

Erin Miller