



Simon Sun
1520 Lakemoor Loop SW
Olympia, WA 98512

Student ID: A00432967

Dear Simon,

I am pleased to announce the decision of the MES faculty to award you \$24.00 from the MES Thesis Fund. Your award is made in the following category:

- ✓ Mileage reimbursement at the \$0.655 cents per mile rate: \$10.00
- ✓ Materials and supplies: \$14.00

Your eligibility for the MES Thesis Fund award is contingent upon the following conditions:

1. You must maintain good academic standing in the program by making sufficient progress on your thesis in Winter and Spring quarters 2024.
2. You must maintain good student standing at Evergreen by adhering to the rights and responsibilities of students outlined in the Social Contract and the Evergreen Student Conduct Code. The Student Conduct Code articulates behaviors that could warrant violations, specific procedures and standards for upholding the values and aspirations expressed in the Social Contract and the expectations of being a student at Evergreen. Specifically, the code strives to afford opportunities for informal resolution and to support students to be accountable for their decisions and actions. The code has been crafted in the spirit of education and compassion, with the aim of healing individuals, preserving our common interests, and protecting each other from harm.
3. You complete the reimbursement request by May 31st, 2024 for the 2023-2024 fiscal year for which you have been awarded funding. If you know that your expenses or travel will occur after May 31st, 2024, please let the MES program know by emailing Averí Azar at averi.a.azar@evergreen.edu so that we may issue a separate award letter for the fiscal year 2024-2025. If you do not communicate a change in your reimbursement timeline and fail to submit your reimbursement request by May 31, 2024, your award will be forfeit.
4. You submit your travel itinerary to Tina Pearson at pearson.t@evergreen.edu prior to any travel.

You will have until May 31st, 2024 to submit your receipts for reimbursement to Averí Azar at averi.a.azar@evergreen.edu, who will verify your materials and submit them to the Business Office to complete the reimbursement request. If you have any questions about the award or our process you can contact me directly at leroyc@evergreen.edu.

Congratulations,

Carri LeRoy, Ph.D.
Director, Graduate Program on the Environment
leroyc@evergreen.edu