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Dr. Peter Bogucki
Associate Dean, Undergraduate Affairs

October 27, 2017

Michael Melesse 2018
COS

Dear Michael,

I am pleased to inform you that upon the recommendation of your adviser your request for support from the Accenture Independent Work/Senior Thesis Fund has been approved in the amount of \$600. These funds have been made possible by generous gifts from alumni for whom the senior thesis or independent work project was the highlight of their academic experience at Princeton. If you are doing a project jointly with another student, the award amount has been divided between both participants for stewardship purposes.

Funds will be transferred to an account in your department which is managed by your department fund manager (name listed below). Please contact your departmental fund manager to obtain access to your funding and to receive guidance on making purchases through departmental purchasing channels or obtaining reimbursement. Some ground rules:

- These funds are only to be used by the students for whom they have been allocated and solely for expenses related to their senior thesis or independent work. These funds are normally restricted to consumable supplies, software, non-capital equipment and parts, and travel for field experiments. They do not cover study breaks, lunches, books and journals, copying, thesis preparation and poster presentation costs, or capital equipment. **No purchases may be made after Dean's Date or Senior Thesis due date.** For one-term projects-January 16, 2018. For two-term projects-May 15, 2018. For senior thesis-Monday, May 7, 2018. Students are required to notify the SEAS Undergraduate Affairs Office in writing should they no longer have a need for funding;
- **Students must support all expenditures by receipts or invoices** and turn in a copy to their departmental fund manager within 60 calendar days of when the expense is incurred. Please note, all reimbursement requests must be made within 60 calendar days of when an expense is incurred to be treated as a nontaxable reimbursement of a University business expense. All reimbursement requests beyond the 60-day limit must be reported to the IRS as taxable income paid to the student;
- ALL unused funds **MUST** be returned to SEAS at the end of the academic year by your departmental fund manager for future students to use by the close of the fiscal year (June 30, 2018);
- Equipment purchased with these funds must be redeployed for future student independent work and thesis projects until the end of its useful life; it may not be diverted into research labs or kept for personal use. Departmental fund managers are required to report to SEAS on how equipment purchased throughout academic year will be redeployed for future student projects;
- Upon accepting this support, the student is giving their consent for their Undergraduate Coordinator to submit a copy of the title page and abstract of their thesis/IW to the SEAS Development Office for stewardship purposes. Christine Fairsmith will contact them directly with further details.

On behalf of Dean Carter and the faculty of the School of Engineering and Applied Science, I wish you success in your research this year.

Yours truly,



Peter Bogucki
Associate Dean

cc: Professor Szymon Rusinkiewicz, Senior Thesis Adviser
Ms. Michele Brown, Department Fund Manager
Ms. Colleen Kenny, COS Undergraduate Coordinator