 

March 2, 2017

Dear Reina, Stephanie, Rachel, and Amy,

Thank you for your interest in the NHRMA Student Assistance Program. We congratulate you and your team on being selected to receive a travel stipend to attend the 2017 SHRM Student Case Competition and Career Summit in Tigard, Oregon. We hope this allows you to learn and experience more about a potential career in the field of Human Resources.

Based on your request, the SHRM Student Chapter of Western Oregon University has been granted a total reimbursement amount of $850. Please send all itemized receipts with an expense report to Renee Larson at [rlarsen@therushcompanies.com](mailto:rlarsen@therushcompanies.com), and be sure to include the address to which the reimbursement check should be sent.

If reimbursement requests are not made within 60 days of travel, no reimbursement will be offered. Please make sure you keep in touch with me if you anticipate any delays or issues. Please have your advisor contact us to discuss their travel stipend. They can reach me at [ophelia.yan@gmail.com](mailto:ophelia.yan@gmail.com).

On behalf of the NHRMA Board of Directors, I am extremely excited to support you in this endeavor!

Sincerely,

Ophelia Yan

College Relations Director

NHRMA