

UNIVERSITY OF KANSAS
LAWRENCE

Office of
The Chancellor

February 1, 1946.

To Members of the Faculty:

With the increased enrollment of veterans the problem of issuing books and supplies is becoming more and more difficult. The guiding rule that has been established by the Veterans Administration is that a veteran will be furnished books and supplies that are required of all other students taking the same course or curriculum. Faculty members, when requested by veterans to sign book requisitions, should approve items on this basis only. A veteran who completes a course is allowed to keep as his own all supplies issued to him for that course.

The Veterans Administration aims to supply the veteran with items of standard quality such as will enable him to do satisfactory work. In the case of supplies such as slide rules, drawing sets, etc., medium priced items are furnished. If the veteran desires a more expensive item he must pay the difference. Among the long list of items not allowable are: gym shoes or clothes, fountain pens, file boxes, brief cases, mechanical pencils, student lamps, etc.

It should be mentioned that bills for supplies are paid to the local dealer by the University, which in turn bills the Veterans Administration at the close of each term for all supplies issued during that term. Since the Veterans Administration reserves the right to withhold payment for items that seem in excess of the veterans' needs, there is always the possibility that the University may suffer a financial loss if instructors sign veterans' purchase orders for items not required of all students doing the same work.

Any faculty member acting as advisor to students should keep in mind that a veteran must carry a minimum load of 12 hours in a regular semester in order to receive his full subsistence allowance.

Sincerely yours,

RAYMOND NICHOLS,
Executive Secretary.