THE UNIVERSITY OF KANSAS LAWRENCE

OFFICE OF THE CHANCELLOR

March 16, 1944

Memorandum to F. C. Allen:

The high school seniors whose names and addresses are listed below indicated to Henry Shenk when he visited their schools between semesters that they are interested in taking Physical Education majors in K. U. The committee which is planning the high school visitation program this year believes it would be a good thing for you to write a personal letter to each student on the list, telling him how glad you are that he is coming to K. U., giving him general information about the work in your department, and giving him the dates when he can start his work here. This plan worked well a year ago at least. Your letters should be mailed promptly.

Bob Gowans 202 East 14th Hutchinson, Kansas Lester Monroe 109 E. 8th Street Newton, Kansas

Fred Golipe 301 Avenue C. East Kingman, Kansas

Sincerely yours,

Executive Secretary

RN:gs