

Memo to: Mr. N. S. Hibshman

F r o m: G. E. Herrmann

D a t e: October 31, 1962

9.48.430

Subject: EE to AIEE Students

Our student renewals are billed directly at their mailing address, so except for information they got at their schools those who renewed by payment of \$5.00 after September 15th were not aware of the need to pay an extra \$2.00 to receive ELECTRICAL ENGINEERING. The \$5.00 renewal payment only covers dues to April 30th, as opposed to IRE students whose \$5.00 carries them a year from date of payment. Our new students who only pay \$2.50 to April 30th are aware of the need to pay extra in order to receive ELECTRICAL ENGINEERING. Another point is that of some 4,000 renewals who received second notice invoices in October about half have graduated and may upgrade to IEEE Member grade on January 1, 1963, when they will be entitled to receive ELECTRICAL ENGINEERING without charge.

In all fairness I would suggest that our \$5.00 renewals should receive ELECTRICAL ENGINEERING at no extra charge.

A second problem is the new students after September 15th who pay only \$2.50 to April 30th and have been asked to pay an additional \$2.00 to receive ELECTRICAL ENGINEERING. The wording of the notice read: "\$2.00 for 12 issues". Our new students will receive a maximum number of only 7 (Oct/April) unless a special stencil is cut to carry their ELECTRICAL ENGINEERING beyond the expiration of their dues (April 30th). I believe it would be wise to refund them \$1.00 and not cut the special stencil for what will be a minority group. (178 received to 10/31/62)

Please advise me how to proceed on these two problems.

