

New York, Jan. 12, 1961

Dear Miss Rathbun:

I have received the \$20.00 check concerning book allowances already (a long time ago).

In the previous letter, I requested you to issue another \$20.00 check concerning the expenses related to my trip to St. Louis, Mo. (the components of this amount - \$20.00 - having been listed in ^{this former} ~~my~~ letter). I would like to request you again to send me this check as soon as possible. I need it to the utmost.

Thank you very much.

Sincerely,
CAO TOAN

CAO TOAN

JANUARY 19, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR TOAN:

I HAVE RECEIVED YOUR LETTER OF JANUARY 12 AND AM CONFUSED AS TO JUST WHAT MONEY YOU ARE ASKING FOR. MY RECORDS INDICATE THAT YOU HAVE BEEN REIMBURSED FOR ALL EXPENSES INCURRED DURING YOUR TRIP TO ST. LOUIS--NAMESLY, \$16 IN ADDITIONAL PER DIEM AND \$6 FOR TAXI FARES, PLUS THE \$2 REGISTRATION FEE AND THE \$4 JET SURCHARGE, A TOTAL OF \$28.

YOU ALSO HAVE ACKNOWLEDGED RECEIPT OF THE FINAL BOOK ALLOWANCE PAYMENT IN THE AMOUNT OF \$20.

THEREFORE, YOU MUST CLARIFY TO ME WHAT OTHER MONEY YOU ARE ENTITLED TO RECEIVE, SINCE THERE IS NOTHING IN MY FILES TO INDICATE THAT WE OWE YOU FOR ANYTHING.

SINCERELY,

JUDITH RATHBUN
SECRETARY TO DEAN AUSTIN

JR

New York, Jan. 23, 1951.

Dear Miss Rathbun:

My previous letters were related all to the 2 checks (\$20.00 for books and 28.00 connected with my trip) that I have received. Thank you very much. I never expect to receive ^{more} than that. I wished to receive them as soon as possible only. Excuse me for having written not very clearly.

Sincerely,

Carlson

FEBRUARY 6, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR TOAN:

THANK YOU FOR INFORMING US THAT YOU PLAN TO TAKE YOUR PRELIMINARY
EXAMINATIONS EARLY IN MARCH. MAY I TAKE THIS OPPORTUNITY TO WISH
YOU MUCH SUCCESS IN THIS IMPORTANT MILESTONE--WE SHALL BE EAGER TO
HEAR FROM YOU AS TO THE RESULTS LATER IN MARCH.

SINCERELY,

JUDITH RATHBUN
SECRETARY TO DEAN AUSTIN

JR

New York, March 30, 1961

Dr. Ruben Austin
Assistant Dean
College of Public and Business Administration
Michigan State University
East Lansing, Michigan

Sir:

It is a great pleasure for me to report to you that
I have passed the oral examinations at Columbia Uni-
versity, on March 28, '61.

I would like to meet you soon , in Michigan.

Respectfully,

A handwritten signature in cursive script, appearing to read 'CAO TOAN', with a long horizontal line extending to the right.

CAO TOAN

Take to Shach.

MICHIGAN STATE UNIVERSITY EAST LANSING

GRADUATE SCHOOL OF BUSINESS ADMINISTRATION

OFFICE OF THE DEAN

APRIL 5, 1961

MR. CAO TOAN
601 WEST 110TH STREET
APARTMENT #8, K1
NEW YORK 25, NEW YORK

DEAR MR. TOAN:

PLEASE ACCEPT OUR CONGRATULATIONS IN HAVING PASSED YOUR ORAL EXAMINATIONS. WE ARE LOOKING FORWARD TO A CLOSER ASSOCIATION WITH YOU AS YOUR DISSERTATION PROGRAM UNFOLDS.

I HAVE MADE A NOTE OF YOUR INQUIRIES CONCERNING:

1. THE OBTAINING OF FUNDS FOR THE NECESSARY DATA-PROCESSING AS WELL AS THE ASSEMBLING OF DATA NEEDED TO WRITE YOUR DISSERTATION.
2. I SHALL COMMUNICATE WITH PROFESSOR MUSOLF SO THAT AN APPLICATION CAN BE MADE TO EXTEND YOUR STAY IN THE UNITED STATES AS A PARTICIPANT UNTIL JULY 1962.
3. IF, AS WE DISCUSSED THIS MORNING, AN ACADEMIC ASSIGNMENT IS OFFERED TO YOU BY COLUMBIA UNIVERSITY WHICH WILL BE OF VALUE TO YOUR FUTURE RESEARCH AND TEACHING RESPONSIBILITIES AT THE NIA AND WILL ALSO FURTHER YOUR DISSERTATION, WE SHALL DO EVERYTHING POSSIBLE TO OBTAIN PROPER APPROVAL FROM THE NECESSARY OFFICIAL SOURCES.
4. SHOULD YOUR RESEARCH REQUIREMENTS INDICATE THAT A PERIOD OF TIME IS NEEDED IN WASHINGTON, D.C., YOUR PER DIEM THERE WILL BE \$10.

WE ARE PROUD TO HEAR THAT PROFESSOR ARTHUR F. BURNS WAS ELATED AT THE OUTCOME OF YOUR ORAL EXAMINATIONS, AND, AS CHAIRMAN OF YOUR DISSERTATION COMMITTEE, I AM SURE HE WILL TAKE A PERSONAL INTEREST.

SINCERELY,

RUBEN V. AUSTIN
ASSISTANT DEAN

RVA:SF

CC: PROFESSOR MUSOLF
MSUG-SAIGON

APRIL 5, 1961

MR. CAO TOAN
601 WEST 110TH STREET
APARTMENT #8, K1
NEW YORK 25, NEW YORK

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SINCERELY,

RUBEN V. AUSTIN
ASSISTANT DEAN

RVA:sf
cc: PROFESSOR MUSOLF
MSUG-SAIGON

New York, April 12, 1961

Miss Rudith Rathbun
Viet Nam Project
Michigan State University
East Lansing, Michigan

Dear Miss Rathbun:

I would like to inform you that I have met Mr. Robert Lusk of the AMA in Detroit. The outcome is that I obtained a promise of help, which is very sincere, but, as far as I can see, I should look elsewhere, for example to the companies themselves.

With the approval of the Project, I will move to Washington, D.C., and stay there for a period of time. Please apply the Washington rate for me from May 1. I hope to have my May check and one train ticket to Washington, before May 1 in New York, in order to be able to go.

Also I would request you to give me the extra allowances related to my recent trip, the total being \$31.70*.

Thank you so much.

Sincerely,



Cao Tean

*\$27.00 (=\$4.00times 7)
1.50 bus to the airport
1.00 to downtown Detroit
1.20 from downtown Det.

APRIL 20, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR TOAN:

YOUR LETTER OF APRIL 12 IS NOT CLEAR. BEFORE MAKING ARRANGEMENTS FOR YOU TO GO TO WASHINGTON, YOU MUST SUBMIT A LETTER FROM YOUR MAJOR PROFESSOR OR HEAD OF THE DEPARTMENT AT COLUMBIA RECOMMENDING THAT SUCH A TRIP BE MADE IN CONNECTION WITH YOUR DISSERTATION WORK.

YOU DID NOT SAY WHETHER YOU WISH US TO PURCHASE THE TICKETS HERE FOR FORWARDING TO YOU OR WHETHER YOU PLAN TO PURCHASE THEM IN NEW YORK AND SUBMIT RECEIPTS TO US FOR REIMBURSEMENT. IN EITHER CASE, BE SURE TO SEND ME THE STUBS OF ANY TRANSPORTATION RECEIPTS OR TICKETS FOR THE BUSINESS OFFICE FILE.

PLEASE BE ADVISED ALSO THAT YOU HAVE ONLY APPROXIMATELY \$50 LEFT OF YOUR TRAVEL ALLOWANCE, WHICH WOULD MEAN YOU ALMOST HAVE TO GO BY RAIL RATHER THAN BY AIR.

SINCERELY YOURS,

JUDITH RATHBUN
SECRETARY TO DR. AUSTIN

APRIL 20, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR MR. TOAN:

I AM AWAITING THE SUMMARY OF YOUR PROJECT TO PURSUE THE MATTER OF PUBLIC ADMINISTRATION IN WORKING ON YOUR DISSERTATION. AS OF NOW, IT DOES NOT APPEAR FEASIBLE OR POSSIBLE THAT ICA WILL SPONSOR EXPENDITURES FOR THE COLLECTION OF MATERIALS FOR YOUR DISSERTATION.

ENCLOSED IS A COPY OF A MEMO WE RECEIVED FROM MSUG/SAIGON WHICH I THOUGHT WOULD BE OF INTEREST TO YOU REGARDING YOUR EXTENSION.

CORDIALLY YOURS,

RUBEN V. AUSTIN
ASSISTANT DEAN

RVA:JR
ENCLOSURE

New York, May 2, 1951

Dear Judith:

I can't leave N.Y. right now. Probably you're not interested to know this, but I should say that the reason is upon receiving the per diem check for May, I pay for many incurred expenses and have not enough to live in a city where I don't know well anybody yet. So I would like to request you to send me a bus ticket to Washington, a check for the reimbursement of expenses related to my going to East Lansing lately.

Thank you very much.

Sincerely,

CAO TOÀN

MAY 4, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR TOAN:

IN ACKNOWLEDGING YOUR LETTER OF MAY 2, THIS IS TO ADVISE THAT YOU WILL HAVE TO PURCHASE YOUR BUS TICKET (OR TRAIN) TO WASHINGTON AND THEN FORWARD THE RECEIPT OR STUB TO ME FOR REIMBURSEMENT. THERE IS NO WAY WE CAN PURCHASE BUS OR TRAIN TICKETS FOR PARTICIPANTS.

AS FOR THE CHECK REIMBURSING YOU FOR EXPENSES IN CONNECTION WITH YOUR EAST LANSING AND DETROIT TRIP, I AM VERY SORRY FOR THE DELAY. HOWEVER, I HAVE CHECKED WITH THE BUSINESS OFFICE AS TO ITS WHEREABOUTS, AND THEY INFORM ME IT WAS UNAVOIDABLY DELAYED DUE TO ILLNESS IN THE VOUCHER-AUDIT DEPARTMENT, ETC., BUT THAT YOU WILL BE RECEIVING IT SOON. ALL I CAN SAY IS I AM SORRY THIS HAS HAPPENED THROUGH NO FAULT OF THE VIETNAM PROJECT OFFICE.

SINCERELY,

JUDITH RATHBUN
SECRETARY TO DEAN AUSTIN

JR

MAY 12, 1961

MR. CAO TOAN
601 WEST 110TH STREET
NEW YORK 25, NEW YORK

DEAR MR. TOAN:

MR. SIMON J. WEINGER FROM THE PARTICIPANT TRAINING OFFICE IN WASHINGTON, D.C., HAS ASKED THAT I INFORM YOU OF HIS INTEREST IN DISCUSSING YOUR RESEARCH PURSUITS WHILE IN WASHINGTON. THUS, WE SHOULD LIKE TO REQUEST THAT, IMMEDIATELY UPON YOUR ARRIVAL IN WASHINGTON, YOU MAKE AN APPOINTMENT WITH MR. WEINGER, WHOSE OFFICES ARE LOCATED AT 1624 H STREET, N.W., PHONE STERLING 3-6400, EXTENSION 2349.

HE HAS MANY PERSONAL FRIENDS AND OFFICIAL CONTACTS WITH THE VARIOUS AGENCIES, SUCH AS THE DEPARTMENT OF COMMERCE AND THE BUREAU OF CENSUS. IN ADDITION, YOU MAY BE ABLE TO EXPLORE THE PROBLEM FURTHER CONCERNING FEASIBLE WAYS OF DOING THE TYPE OF WORK WHICH YOU WANT TO DO.

I HAVE INFORMED MR. WEINGER THAT YOUR TIME IN WASHINGTON FOR STUDY WOULD BE AROUND SIX WEEKS. IF THIS IS NOT THE CASE, PLEASE INFORM US AND ALSO DISCUSS IT WITH MR. WEINGER.

SINCERELY,

RUBEN V. AUSTIN
ASSISTANT DEAN

RVA:sf

cc: MSUG/SAIGON

BCC Simon Weinger 12/10

New York, June 8, 1961

Miss Judith Rathbun
Office of the Coordinator
Viet Nam Project
Michigan State University
East Lansing, Michigan

Dear Rathbun:

My stay in this country has been extended for another year by the Immigration authorities in N.Y.

I have made a trip to Washington, D.C. There, I met with Mr. Steinger, of ICA. He arranged some appointments for me. May I say here that Mr. Steinger is very kind and thank the Project for having introduced me to him. I talked with Mr. Biondi, of the Department of Commerce. After the conversation, I realize that I cannot have other than published information. I stayed in Washington, D.C., for 5 days. I would like to request you to reimburse me these expenses and traveling allowances: \$21.30+1.50+20.= \$42.80. The receipt from Pennsylvania Railroad Company is enclosed.

May I suggest also that, with the beginning of the summer, you will send to me the first portion of the new book allowances for 61-62, or the totality if possible.

Right now, I am preparing my thesis.

Thank you very much.

Sincerely,

CAO TOAN

CAO TOAN
601 W 110 th. st.
#8K1
New York 25, N.Y.

no
RUB
receipts
requested