

TAB

19 March 1974

Ms. Fran Rinaldi  
Assistant Director for Administration  
Stanford Executive Program  
Graduate School of Business  
Stanford University  
Stanford, California 94305

Dear Ms. Rinaldi:

STATINTL  
STATINTL  
The Central Intelligence Agency is pleased to nominate Mrs. [redacted] a career officer, to attend the Stanford Executive Program, 23 June - 15 August 1974. I am enclosing the completed application for [redacted]

Please forward invoice for program fee and correspondence for our nominee in a covering envelope addressed to the Registrar, Office of Training, Central Intelligence Agency, Washington, D.C. 20505.

Sincerely,

(SIGNED)

Alfonso Rodriguez  
Director of Training

Enclosure

STATINTL  
ES-TSB [redacted] maq (18 Mar 74)

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GRADUATE SCHOOL OF BUSINESS

STANFORD UNIVERSITY, STANFORD, CALIFORNIA 94305

November 1973

STATINTL

[Redacted]  
Executive Secretary  
Training Selection Board  
Central Intelligence Agency  
Washington, D.C. 20505

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STATINTL

Dear [Redacted]

The Stanford Executive Program will be offered for the 23rd consecutive year during the eight-week period June 23 to August 15, 1974.

The emphasis in our Executive Program is on the needs of the general manager rather than on functional specialization. The primary objectives are to broaden business perspective and sharpen decision-making skills appropriate to top management; thus it is limited to men and women who are currently, or who will shortly be in senior management positions, as opposed to middle management.

I know it is never easy to release an executive for eight weeks and I thought it might be helpful to receive this announcement early, should you be interested in having one of your executives participate next summer. With regard to your selection procedures, we would like you to know that we actively seek the enrollment of qualified women and minority executives in the Program.

Recent developments include optional afternoon sessions and the integration of related course areas into course streams in order to gain more efficiency in the learning process.

We appreciate your company's participation in the past and look forward to a long and continued relationship. Questions regarding the Stanford Executive Program should be directed to Ms. Fran Rinaldi, Assistant Director for Administration (Phone: 415-321-2300, Extension 2921).

Yours very sincerely,

*S.A. Pond*

Samuel A. Pond  
Associate Dean and  
Director of Continuing Education

NOTE: PER YOUR REQUEST, 30 COPIES OF THE BROCHURE ARE BEING SENT TO YOU.  
20 ADDITIONAL COPIES WILL BE SENT IN SEPARATE ENVELOPES.