

Admission

TO: Alexander Kaloian
FROM: Katrina Menzigian
DATE: April 28, 1992
RE: Student Id Cards

Hi Alex. I hear you are adjusting to Armenia rather well. That's good to know.

I have been doing some work on the Student IDs. I have found what is called a "pouch laminator" for approximately \$215. This machine is rather small and portable. It is designed specifically for laminating cards. We would simply insert the cards into the laminating plastic pouch and slip them into the machine to be sealed. It seems to me that this is the best way to go until we require a system which can handle a larger volume.

I have asked Abril Printing, the people who do all of our printing, to layout some ideas about style and content. My idea was to provide you with a card that cannot be duplicated in Armenia, but one that you can control for information. We can send you the preprinted cards from here, and your office can then add the student's vital information and photo and then laminate them. This way, since you are doing the laminating, you can be certain that the cards you give to students are authentic. Also, I assume that laminating machines are probably not too common in Yerevan as of yet. This can also serve as a means of controlling for authenticity.

The enclosed versions of the cards are rough drafts. I would be very interested in your opinion. Please let me know what information you require from the students.

The versions that have the logo in the center of the card require some explanation. When this type of card is printed, the logo will not be very outstanding, although visible. As a means of security, the logo is lightly silk-screened onto the card behind the print. This is yet another way of protecting authenticity. I also thought about preprinting the dates of validity (1991-92) directly onto the card as opposed to having it added in Armenia. With this method, we would print a limited number of cards, and then reprint them at the beginning of each academic year. Our other choice is to leave a blank space for the valid dates and have your office add them on. If we were to choose this method, then we could print a large number of cards which could be used every year. Students would have a new card issued to them each year with that year's dates on it.

Do you think you can obtain photos of the students each year, or would it be better, and cheaper, to do photos just once, and then revalidate the cards by using stickers with the current dates on them. Depending on what you prefer, that will dictate the style of card we choose.

Lastly, Dr. Agbabian and I thought it would be a good idea to use

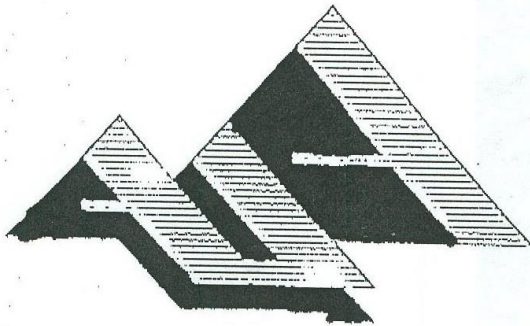
the logo that won the University's logo contest for the Student ID. When the University was being developed, before either of us were hired, AUA ran a logo contest in Armenia. The design that was selected has not yet been applied in any context. This might be a chance to begin familiarizing people with that logo. I do not know if it will become the University's official logo, but it can be used for the ID. I have enclosed a copy of that logo.

I hope that this is not too vague a description. It is close to six o'clock here and it's been a long day.

I look forward to your response.

Kotumai

EMBLEM



FIRST PRIZE

(Noted that AUA and
AUC are both
included)

by Hrant Dickranian


SENT BY: ABRIL

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ID # _____

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ID # _____

_____ Name

_____ Faculty

_____ Year and Semester

_____ Signature



To Katrina
From ABRIL