

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex.

Central Orgs  
Franchise  
Field

HCO POLICY LETTER OF FEBRUARY 21, 1964

ISSUING OF CERTIFICATES

HUBBARD APPRENTICE SCIENTOLOGIST Certificates and Level I Classifications are authorized by Field Auditors and HAS and Class I Course Instructors. They are issued by the Area Central Org upon application to the Field Auditor Consultant in the Central Org. The certificate is signed by Letter Press with a small L. Ron Hubbard signature.

Application approved by a valid HQS certificate holder is the only requirement necessary for issuance of an HAS Certificate or Level I Classification.

HUBBARD QUALIFIED SCIENTOLOGIST Certificates are issued by the Area HCO Board of Review upon completion of Course requirements and application to the Area HCO Board of Review. The certificate is signed by Letter Press with a L. Ron Hubbard signature.

Level II Classification is issued by the Area HCO Board of Review upon passing the Level II examination given by the Area HCO Board of Review.

HQS certification and Level II Classification standards are the responsibility of the Area HCO Board of Review following current policy regarding HQS and Class II requirements. HQS Certificates and Level II Classification are not sent to Saint Hill for approval or signature.

The only change of procedure for HPA/HCA and HCS level is that certificates are issued upon completion of the course, but classification depends upon examination by the Area HCO Board of Review.

HUBBARD ADVANCED AUDITOR, HUBBARD SENIOR SCIENTOLOGIST and HUBBARD GRADUATE AUDITOR Certificates, as well as Level V, VI and VII Classifications, are issued by HCO Board of Review, Saint Hill, only, for L. RON HUBBARD upon completion of the requirements on the Saint Hill Course.

Any changes or modifications in the supply or format of certificates will be notified in directives from time to time as necessary.

LRH:gl  
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L. RON HUBBARD