

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

Gen Non Remimeo

HCO POLICY LETTER OF 1 SEPTEMBER 1965

Issue IV

SOME TECH DIV POLICIES

(Preserved policy from former Policy Letters which have been cancelled)

LEGAL ASPECTS OF SIGN UPS

No persons may be admitted to an Academy or HCC who have not signed waivers (release forms) of the old type.

All such waivers must include a statement that the person is there on his or her own determinism and that the person has no record of being committed in an institution or has a criminal record for felony.

Persons with such commitments or records should be referred to a field auditor near their home and refused training or processing at the organization.

Persons suspected of purely medical illness should be referred to a doctor for competent treatment if such a doctor or treatment exists.

Minors must have their parents or guardians sign the waiver and any note for time payments.

Known trouble sources as per recent HCO Policy Letter, all of which remains in force, should be required to straighten up their lives before enrolling or signing up for processing or should be forthrightly refused.

Anyone objecting to an E-Meter check should be refused entrance.

Thus by keeping the legal aspects straight you will be able to help the many and not be messed up by a few. For a very few such people (21 to be exact) were the sole sources of grief in the 1950 boom.

To have a boom, you have to keep your nose clean legally or you can be stopped by the enturbulence generated, both in the org and the public. Such enturbulence is all that shortens your lines or overworks staff.

HUSBAND - WIFE TEAMS ENTERING ACADEMIES

Husband-Wife teams should not be forbidden. But in all cases where husband and wife are trained to co-audit each other they must mail their auditors' reports routinely to the D of P for which they will be charged a nominal but real fee for case supervision.

Professional auditors or Co-auditors who use auditing in or out of an Academy to estrange husbands and wives are subject to a Court of Ethics at their nearest HCO on any 2nd Dynamic misconduct complaint from either party, husband or wife, and a penalty up to suspension of certificate may be sentenced the offender if proven guilty.

During training it is against policy to team husbands and wives together for practice drills even when they will be co-auditing after leaving class.

Where possible husbands and wives should, however, be persuaded to bring another couple to be trained rather than co-audit and it should be arranged that the wife audits the other wife and the husband the other husband after training. In this case it is all right to team them in any pairing under training for drills.

SCHOLARSHIPS

No scholarships are now allowed.

COURSE FEES STANDARDIZED

Any course taught in a continental zone must conform to that zone's course fees, and it must be approved by Saint Hill and not altered.

OUTSIDE COURSES

As present day level courses require a full Tech Division plus a full Qualifications Division plus an Ethics Officer, no Academy courses may be given outside Academy premises.

PE COURSES (BS COURSE)

PE Courses will still be taught by field auditors and franchise holders, which is the BS Course. They result in a BEGINNING SCIENTOLOGIST certificate.

STUDENTS

A course completion is a check sheet not a time period or a classification.

It is now a crime to run a course without a check sheet or to change a check sheet on a student after it's issued. A different check sheet can be issued to the next student that enrolls on that very same course. But once issued, the same one is completed for a course completion of that course and the student gets his certificate for the Level when it is and can take his exam for class. There are 2 check sheets actually - Theory and Practical. Both should be complete before you let a student go to the next certificate.

COURSE TIMES

All courses in all orgs enroll any time of any day. No special courses for certain dates will be tolerated in any org. Magazines should say "Enrolls any time after every course in every Academy Ad. If you don't you go mad trying to get pcs every week for ad money and wind up with a psychiatric ward for an HGC. The check sheet system used now at Saint Hill for levels fits every course nicely and requires no "every 4 weeks". Saint Hill enrolls all week long! Further, Supervisors in Scientology must not personally lecture students on technology. If you want a current check sheet for a level write your comm-member (HCO Pol Ltr of 13 March 1965) at Saint Hill.

"CLEARS"

Sell Release with confidence. Only squirrelling on levels and rough ARC Break handling can prevent it. The total rundown of processes is easy to groove in in an HGC and should be adhered to violently if you want to get results and releases. It's no myth now.

RELEASED STUDENTS

Students who are releases have to do all the required auditing as an auditor. And get it passed. Release is an honorary, not a technical award. But a truly floating needle release may not be further audited except for Power Processes. A student doesn't know more about Scientology just because he's released. He just learns faster. So the released student must do all his auditing on pcs, subjective and objective. If you don't have any raw meat for a student to do all his levels on, make the student scrounge his own pcs off the street or city dump. Remember, don't panic on release. It means the student like any other student must do all his required check sheets and go on up, level by level just like every other student.

PLEDGING CODES

Applications for certificate must be made by every student. This should give how they want their name on the certificate, address, and the routing of the student out of the org, CF routing and all that.

This application must also carry a pledge stating that the applicant subscribes to and promises to uphold the Auditor's Code, the Code of a Scientologist and it must state he is informed of and will follow the policies relating to gradation and classification.

CITY OFFICE AND CENTRAL ORG COURSES

City Offices may teach BS, H.S and HQS Courses. Central Orgs teach these and may teach Level courses according to their status of org - these courses being HRS - by Class 0 orgs, HTS by Class I orgs (plus the HRS), - Class II orgs teach HRS, HTS and HCA, Class III orgs teach HRS, HTS, HCA and HPA. In 1968 Central Orgs will also be given permission to teach HAA if they have attained Class IV status.

LRH:ml
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