

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Remimeo HCO POLICY LETTER OF 13 SEPTEMBER 1965  
All Foundation  
Personnel

F O U N D A T I O N

COURSE HOURS

The Foundation Lower Course Hours should actually be apportioned as follows, modifying the 12 September 65 Pol Ltr:

The course evening should be divided into 3 parts.

These go for the HAS and HQS course:

- (1) Talk to students by supervisor.
- (2) Team A as coaches or auditors.
- (3) Team B as coaches or auditors.

A short break can be between 1 and 2 and 2 and 3.

Supervisors' talks can be only twenty minutes in both HAS and HQS courses.

The exact time a Foundation begins in the evening and the exact time class begins a bit after is purely on local arrangement. But once assigned, stick to it. You will get and keep students only if the Foundation runs on a tightly timed schedule, prompt on the dot and promptly ended. Don't slop on scheduling precision. If classes start at 7.30, they start at 7.30. If they end at 10 they really end at 10 Bang! Breaks begin and end on schedule.

L. RON HUBBARD

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