

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Gen Non-Remimeo HCO POLICY LETTER OF 14 OCTOBER 1965  
Sthil Scientology Staff (Amends HCO Policy Letter of  
Sthil Students 27 February 1965)  
Franchise

COURSE PATTERN

The Saint Hill Special Briefing Course is to be organized as follows:

It will be divided into four units. These units are:

Unit A covering Level 0  
Unit B covering Levels I and II  
Unit C covering Levels III and IV  
Unit D covering Level VI.

One Supervisor is in charge of each unit. He or she is responsible for the theory and practical supervision and all other training and discipline matters relating to that student for the duration of his progress up through the levels covered by that Unit.

A student in a unit is classed for the level he or she has completed but the student in a unit is designated for the classes being studied for as follows:

A 0	Class Zero	Unit A	Pavilion
B I	Class I	Unit B	Chapel
B II	Class II	Unit B	Chapel
C III	Class III	Unit C	Pavilion
C IV	Class IV	Unit C	Pavilion
D VI	Class VI		Hall

A Supervisor is assigned to each of A, B, C and D, four Supervisors in all. The course is headed by the Director of Training.

While progressing toward his Classification for each level the student is under only one supervisor.

On enrolling the student is not given an examination for placement but is checked for valid enrollment prerequisites (which remains HCA) and is entered into Unit A which consists of a check sheet for theory and practical. Materials include orientation at Saint Hill, vocabulary materials etc, to safeguard against previously misunderstood words.

When the student has completed his theory check sheet, he is routed to the Director of Examinations, Qualifications Division, to attest that he has done so. He then receives his Certification for the level and is promoted to the Practical work of the Level. Once he has received Certification for a Level, he is permitted to audit an outside PC to Release on that Level.

When he has completed his Practical check sheet and achieved the Release of his PC, he presents his auditor's report to Dir Exams. When this report has been accepted as satisfactory by Dir Exams, the student may sit for written examinations on the Level.

If the examination is not passed, the student remains in the Qualification Division in the Cramming Section at a charge of £2 per day until he is able to pass an Exam on the Level.

When the Examination is passed, the student receives Classification for the Level just completed and moves into the next level.

This same procedure is followed through all the levels on upward, Certified, then Classed at each level.

Saint Hill is a briefing and review course and the check sheets are not the check sheets of an Academy for the same class and grade, containing only vital materials.

A student can have a classification examination for IV or below any time he or she wishes, regardless of course status or unit.

Any existing classification is laid aside for course duration at this time (but is reinstated at course end, even though the student will probably be well above it) as the final materials now in existence are new and quite stable and students need the briefing.

On termination the highest classification obtained on the course will be actually made up in full and signed. This is usually Prov Class VI. However the student is owed only the highest certificate attained as classing is entirely optional with the Dir Exams always.

A student may go as high as he likes on this course but must be a valid HCA to enroll. However our oldest rule holds. Anyone can have an HCA who can pass the HCA examination, which today is the examination for Class II. But it would be a good idea for anyone trying for an HCA by examination only to be examined for it by his nearest HCO first.

It is the full intention of the course to round out all those small bits missed in former study.

Previous estimates of time on course may have to be revised. Amount of materials from Zero to IV have reduced and the length of time spent on R6 materials and solo auditing is only a few weeks. Level VII is not part of the present course and will not be. It constitutes another course, since it is taught under entirely different conditions.

Academies will probably be following this same pattern up to IV except that each level will be separately enrolled for and delivered in the longer period of one month. Therefore the Saint Hill Course, originally designed to improve auditing over the world, having done so has to be taught now in this fashion to give old auditors a look in at each level so they can audit and teach it and newer ones a chance to be thorough and catch up on any bits skimped.

Training is otherwise unchanged. And the materials of VI have been relatively stable for over a year and IV and below complete and stable. Therefore, shifting technology is no longer a student problem, for there is no reason to shift it when it's the shortest proven way. Printed texts will take a long time to prepare and issue. But meanwhile, it's all here at Saint Hill.

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