

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

Gen Non- HCO POLICY LETTER OF 6 JANUARY 1966
Remimeo

Applies to SH only

Registrars

Cashier

Invoicing and

Qual Div

Info other orgs

CREDIT AND DISCOUNTS

DISCOUNTS

Relatives of staff and students are not entitled to discounts.

Discounts are not additive on courses and processing. A person does not get a 50% discount as a student and then 50% of that as a staff member. Only one discount counts at a time. Also one cannot have a 50% discount as a student or staff member and then 20% more as a Life Member.

The person receives only one discount on courses and processing. It may however be the largest single discount to which he is entitled.

At Saint Hill Membership discounts count only on sales items such as books, insignia, meters. But if a student discount also exists it is not added to. The largest single discount only is given.

DEBIT INVOICES

Student and pcs may not be extended into unpaid courses or hours of processing by debit invoice. When a person's paid processing is consumed, and he requires more he or she pays for it before being given more.

ORG CREDIT

Only credit for the Internship was given to some orgs.

No other courses or intensives are given for credit to org staff from other orgs.

The Org Executive Course is awarded occasionally by SEC ED. Otherwise it is paid for.

When an org has been given special credit for a certain Saint Hill service it is in writing and specifically arranged by the Executive Director beforehand. Unless this evidence is presented no org gets any credit.

CREDIT PROCESSING

No further credit pcs, in whole or in part, will be accepted at Saint Hill, excepting only those specifically promised credit in writing or booked as credit pcs prior to this date.

As with courses, processing is paid in full in advance.

Further processing must also be paid in full in advance.

QUAL CREDIT

Qualifications (Review) actions may be signed up for credit but only to the sum of £10.

No certificates or awards are issued until a person has an Accounts Clearance marked paid in full at Saint Hill.

COURSE CREDIT

Credit for courses has never been permitted at Saint Hill.

No Saint Hill course may be had on any credit, part or full. This applies to the SHSBC, the Solo Audit Course and the Clearing Course.

REASON

No organization can exist extending credit in vast quantities and the policy at Saint Hill has always been no credit.

Therefore anyone extending credit at Saint Hill for Courses or the HGC Service after this date is liable to an Ethics charge of a crime as it is detrimental to the survival of this organization no matter what arrangements are made.

Aside from material reasons when we give credit service - training and processing - we deny full attention to those who are paying. Thus we cannot but give poorer service all around if we give credit service.

Our purpose in this is to keep service quality at Saint Hill very very high. To do that we have to provide that service. When we give credit, we spread ourselves too thin for quality.

L. RON HUBBARD

LRH:ml:ms
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