

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

Remimeo
Tech Sec
Qual Execs
All Students

HCO POLICY LETTER OF 29 JUNE 1966

KEEP ACADEMY CHECK SHEETS UP-TO-DATE

Any new HCO Bulletins which are issued and which are needed on a particular level must be added to the Check Sheets for that level, before the student receives the check sheet.

The purpose of this policy letter is that of ensuring that students are trained in the latest materials pertinent to that level.

It is the responsibility of the Technical Secretary and the Director of Training to see that this is done.

The Qualifications Secretary and the Director of Examinations must likewise see that examinations cover the new data as it is issued and correctly examine students on the required material who have had such added to their check sheet.

This policy letter does not modify existing policy that a student may not have items added to a check sheet on which he has already started working.

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