

HUBBARD COMMUNICATIONS OFFICE
SAINT HILL MANOR, EAST GRINSTEAD, SUSSEX

ST HILL
ONLY
ALL STAFF

HCO POLICY LETTER OF 17 AUGUST 1966

ROUTING AND HANDLING OF SHSBC STUDENTS

ANY STUDENT ON THE DAY SHSBC IS FIRST AND FOREMOST A STUDENT.

THIS RULE IS TRUE REGARDLESS OF WHAT OTHER ACTIVITIES THEY UNDERTAKE ON THEIR OWN TIME.

NO STUDENT MAY HOLD A POST ON THE FOUNDATION, IF, IN THE OPINION OF THE SUPERVISOR, IT INTERFERES WITH THE STUDENT'S PROGRESS ON COURSE.

ANY STUDENT HOLDING A FOUNDATION POST MUST BE IMMEDIATELY REPLACED IF COURSE PROGRESS IS BEING IMPEDED.

ORDERS AND ROUTING

ANY ORDERS OR ROUTINGS GIVEN TO A STUDENT BY ANOTHER SECTION OF THE ORG. WHICH WILL INTERFERE WITH COURSE HOURS MUST BE DONE VIA THE TECH SEC, D. OF T., AND THE COURSE SUPERVISOR OF THE STUDENT CONCERNED.

THE SOLE INTENTION OF THE LATTER IS TO PREVENT STUDENTS FROM "DISAPPEARING" FROM COURSE INTO THE HGC, REVIEW, OR ANYWHERE ELSE, WITHOUT THE SUPERVISOR HAVING DIRECTLY SENT THE STUDENT.

LRH:ec
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