

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Crinstead, Sussex

Unit Supers HCO POLICY LETTER OF 5 OCTOBER 1966

Students

SH Only

Ad Council

Qual Sec

Tech Sec

STUDENTS TERMINATING

LEAVE OF ABSENCE

BLOWN STUDENTS

I. Students Terminating

Any student terminating the SHSEC, the Solo Audit Course, or the Ministers Course is to get an end of course clean-up by a qualified fellow student on a June 26 Form run as Auditing by List.

The D of T is responsible for seeing that this policy letter is put into effect.

Any student routing form now in use should be modified to include this step. The Unit Supervisor is to sign in the proper place.

In case of difficulty in the cleaning up of the form, the student should be routed to the Dept of Review for a formal review session.

Ethics cannot OK the termination without the form signed by the Unit Supervisor, whether a review session occurred or not in the Dept of Review.

II. Leave of Absence

a) Any student wanting to leave course should be treated as a kind of blow and sent to Review. Only after a review can any leave of absence be granted by the Tech Sec, on D of T's advice and after an Ethics clearance. Valid evidence of the necessity for a leave must be presented by the student. In no case can it exceed two weeks - exceptional leave of absence exceeding a two week period can only be granted by the Ad Council upon presentation of strong evidence of the necessity for such and after the above routine has been gone through.

b) A short leave of absence of a day or so can be granted by the Unit Supervisor without any further okay than by the Dir of Training.

III. Blown Students

Blown students are handled as per HCO Pol Ltr of April 5, 1965, HCO Justice Data re Academy and HGC - Handling The Suppressive Person page 6 - "Blown Students" and any other policy letters dealing with suppressive acts.

LRH:lb-r

Copyright © 1966

by L. Ron Hubbard

ALL RIGHTS RESERVED

L. RON HUBBARD

Founder