

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 8 JANUARY 1981

Remimeo
AOs and
AOSHs
Only
Ethics
Qual
Adv Courses
Personnel
Adv Courses
Students

(CANCELS BPL 12 Aug 1971R ADVANCE COURSES REGULATIONS, ADVANCE COURSE SECURITY and BPL 23 Jan 1969R ADVANCE COURSES SECURITY, as these issues have been updated and consolidated into this HCO Policy Letter.)

ADVANCE COURSE REGULATIONS AND SECURITY

The technology of the Advance Courses is a very precise one. There is no room for any arbitrariness to enter in, and due to the confidential nature of the material a very firm ethics code is needed in the area. There is no other source of data than in the materials themselves. The following regulations have proven successful over many years and are now very strict policy.

1. No off-line advice may be sought in cases of students on the Advanced Courses.
2. Any "unusual solution" sought or question asked must be answered only by referring to relevant Advanced Course materials and standard word clearing tech by the supervisors.
3. Examination of states of case must be done by Qual Examiner and the student's complete folder must be submitted to such an Examiner at the time of examination for his inspection.
4. Any person examining for attained states of case must have been checked out on all technical materials of the Advanced Courses.
5. Any Examiner examining states of case in Qual must be on OT III or above.
6. All Advanced Course personnel must be on OT III or above.
7. No person may be admitted on the Advanced Courses who has a bad Ethics history or a this lifetime suppressive order or a criminal record without a special Board of Investigation convened by the HCO Area Sec.
8. No person with a record of using R6EW or Clearing Course materials suppressively may be admitted on the OT Courses.
9. Persons who have been grossly insecure in their handling of R6EW or Clearing Course materials or anyone making them available illegally to another may not be admitted on the OT Courses regardless of action taken at the time.
10. Students folders are C/Sed after each session. The student goes to the Examiner after each session.

11. After the student has gone to the examiner, he takes his folder to Solo Tech Reception.
12. When an Advance Courses student wishes to communicate to the Case Supervisor about his case or his auditing, he must do so either in writing via his folder or as an origination given to the Examiner on the meter.
13. If the student needs to clarify a C/S's instructions or has any questions or uncertainty about his auditing tech he should always write it up and send it to the course supervisor along with his folder and the course supervisor will go over it with him giving any needed references or drilling.
14. No alcohol may be consumed within 24 hours before session and students must not consume or have administered to them any drugs, antibiotics, aspirin, barbiturates, opiates, sedatives, hypnotics or stimulants without written OK from the Course Supervisor and C/S. The only exception would be in a medical emergency, and the C/S must be informed without delay.
15. Auditing must be done daily unless the C/S has instructed a break be taken due to a big win. AO 1 forms of daily progress must also be filled in and handed in at the place designated in the Solo Tech Reception area.
16. Advance Course students are not to discuss their cases with ANYONE except, (1) the Case Supervisor or Course Supervisor (and then only by written comm put into the auditing folder), (2) the Examiner by way of a metered origination, (3) a review auditor in session or (4) the Solo Case Consultant.
17. Students who are in case trouble or who have ceased to audit on Advance Courses shall be sent to the Solo Case Consultant or to review.
18. Advance Courses students' session admin must be legible. If it is not legible it will be considered a No Report.
19. Advance Courses students should not leave town until given permission to do so in writing by the Case Supervisor.
20. A student who does not qualify as a fast flow student per HCO PL 25 Sep 79 SUCCESSFUL TRAINING LINEUP, and therefore takes an examination on the materials of the course in Qual, may not take his examination paper or answer sheet out of the Qual area designated for confidential exams. After marking, the exam is handed back to the student for reference but must always be promptly returned by the student after reviewing it as to any errors made. It is the Examiner's responsibility to see this is done.
21. NO UNAUTHORIZED COPIES OF UPPER LEVEL MATERIALS ARE TO BE MADE.
This means NO notes, NO photocopies, NO "little simplifications", NO little codes to keep handy. None of the materials are to be in any way copied, not even partially or in altered form. They must not be tape

recorded. Any student possessing "notes" or "study aids" on any Advance Courses issues or films, flash cards, copies of commands, or any such copies must immediately destroy them completely.

22. Any written references given the student by the Cramming Officer while on a cramming cycle must be handed in to the Cramming Officer at the end of each cramming period.
23. THE ADVANCE COURSES MATERIALS MUST NOT BE WRITTEN ON OR CHANGED IN ANY WAY AT ALL.

Violation of points 21, 22 and 23 above will bring about a severe Ethics action, which could include debarment from future Advance Courses (though not limited to this).

L. RON HUBBARD
FOUNDER

LRH:kjm
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