

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO POLICY LETTER OF MAY 14, 1962.

HCO Bd of Rev.
T/D
D of T.
Tr. Admin.
Day Init I Inst.
Day Unit II Inst
Nite Unit I Inst
Nite Unit II Inst
HCS Inst
Class II Inst.

Sthil Students
Academies

TRAINING SECTIONS

Effective on the first Monday
after Receipt in Academies and
on 14 May 1962 at Saint Hill.

Training Courses are hereby divided into three, and only three sections. These are:

The Theory Section
The Practical Section
The Auditing Section

The sections run concurrently with each other, not consecutively. Tables will be issued giving the requirements by sections and their check sheets from time to time.

THE THEORY SECTION

In this division is taken up all applicable theory in Training.

The student is given a check sheet on which all theory items are named.

The student studies HCO Bulletins, Tapes and Texts as given in his check sheet.

These are studied independently by the student, not in a group of students.

When the individual student believes he can pass an examination on the item studied, he goes to the examiner, who gives him an oral examination. The examination sheet has twenty or more questions for tapes. There is no examination sheet for HCO Bulletins. The examiner asks five random questions of the student from the sheet or text. The student must answer all five perfectly without hints or coaching from the examiner. If a re-examination occurs, different questions are asked. If the student passes, the examiner initials the student's check sheet and the student goes back to a study room to study additional HCO Bulletins, texts, and tapes.

The examiner is in charge of the Theory Section and hands out the items of study for the course and keeps all records and materials for the course as well as his or her section and all files for the students. The examiner is available during normal hours for examinations. Examinations may not be scheduled for certain days of the week only, and no appreciable time should elapse between completion of study of an item and examination on it.

The book "E-Meter Essentials", the Axioms and possibly other special texts are not included in the five question rule, for many more questions than five should be asked on such vital items.

There is a final course examination, written, which may review any item passed already in the Theory Section.

The examiner must remember that to be easy on future auditors is to invite disaster to some future preclear. The only overt one can really do in Scientology is poor or inaccurate dissemination.

THE PRACTICAL SECTION

As it has recently been found that theory is more easily confronted than doingness, the Practical Section is created to care for this fact and to make the student confront and do accurate doingness. This section may not then become a second Theory Section where one studies texts. In the Practical Section the student only does. Drills and practical auditing presence are the whole concentration of this section. Any study for it is instantly translated into doingness.

The drills of the Practical Section are basically outlined in HCO Policy Letter of May 3, 1962, to be supplemented.

The student may have a Comm Course in the Practical Section but one should not hang a student long on Tr's 1 to 4. For there are many more practical steps to be done.

Demonstrations may be done before groups of students but only if the demonstration is translated under supervised student doingness.

The person in charge of the Practical Section is called the Practical Supervisor. This person supervises all drills being done by teams of students and gives examinations in another capacity as Practical Examiner.

The beginning student is furnished with a Practical Check Sheet. As each drill is examined for accuracy of performance, the Practical Examiner checks the drill as passed on the students check sheet.

Until an indicated number of these drills are passed, the student may not audit.

A final examination may be given at course end on the student's practical.

The whole concentration of the Practical Section is based on the fact that for any auditing situation there is an exact auditor response. The by-word of the Practical Section is "When faced with the unusual, do the usual." Random, wild auditor responses and extraordinary solutions are ground out of the student in the Practical Section. The whole goal is to achieve a dependable auditor who will give standard responses. This alone will make his auditing effective as our records show.

THE AUDITING SECTION

The student, when he has passed minimal theory and practical for an auditing class, is then also assigned to the Auditing Section. While working in the Auditing Section, the student completes the requirements of the level he or she is auditing in.

The Auditing Section is headed by the Auditing Supervisor (usually the D of T.)

The Auditing Supervisor does most of his or her inspection by studying Auditing Reports written by the auditor. In event of no gain or worse, the Auditing Supervisor investigates the auditor's auditing in terms of GROSS AUDITING ERRORS and finds and corrects these by close inspection of the next session.

The Auditing Section is there to instil the fact that standard auditing gets results, that only results are acceptable and that extra-ordinary solutions get bad results.

The Auditing Supervisor is not there to crack cases. The Auditing Supervisor is there only to get good auditing done. His or her attention is on the auditor not the pc, an important fact which, if overlooked, will stagnate auditing results.

The D of T may resolve personal problems amongst students by ordering them to the HGC. The Auditing Section is there to get good, standard auditing done. It is not the HGC where the attention is all on the preclear.

SUMMARY

It is intended that the emphasis of all course training shall be a flawless ability to do auditing, and a command of the theory and goals of Scientology. A student on leaving course should be able to do Scientology and achieve excellent auditing results.

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