

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Sthil  
Cen-O-Con  
All Academy Hats

Tech. Dir.  
D of P  
Proc. Admin.  
Staff Auditors  
Staff staff auds.  
Testing in chg.  
D of T  
Tng. Admin.  
Day Theory Inst.  
Day Pract. Inst.  
Day Aud. Inst.  
Night Theory Inst.  
Night Pract. Inst.  
Night Aud. Inst.  
HCS Instr.  
Class II Instr.

HCO POLICY LETTER OF MAY 24, 1962.

TRAINING

SESSION CANCELLATION

AUDITING SECTION

Today auditing results depend on the exact performance, by the auditor, of the simple steps of auditing.

The exact and expert use of a proper E-meter, the exact use of the steps of the session, the exact use of procedure and techniques alone give the expected results.

Extraordinary solutions, departure from the precise material lead to auditing failures. And only improper usage of modern technology can give auditing failures.

In training the student auditor must get a good reality on these facts. Scientology properly used gives wins, improperly used gives loses.

Instructors too must realize that where a pc is not winning the fault does not lie in the peculiar or unusual nature of the case but with gross auditing errors by the auditor.

Session-Cancellation, rather than other discipline, is a workable and better policy than scoldings or infraction sheets, as by session cancellation as a system in training the pc is saved further abuse and the auditor goes back to discover that he or she was making a gross error, a thing students often contest or disbelieve.

Students usually believe the pc is "different" or that there are variables in procedure rather than that their own application is wrong; this is a motivator aspect - the student auditor believes he or she has been wronged by "unworkable-processes" or "bad pcs" rather than realizing that he or she has committed gross auditing errors.

If a student's errors are not corrected, the student continues to lose on pcs, pcs lose and the student eventually ceases to audit.

The student must be taught to meet the unusual with the usual and if this is done, everybody will win.

With this end in view, Session Cancellation as a system is introduced as the only training rebuttal by an instructor in the Auditing Section for a gross auditing error.

The system, briefly, is this. When a student auditor commits a gross auditing error in the auditing section, the student's sessions as an auditor are cancelled, the student is put back through the Theory and Practical Sections on those points involved in the gross auditing error and is then permitted to audit again. All former passes in Theory or Practical on the subject of the gross auditing error are cancelled and the items must be passed again as though they had never been taken before.

We have hitherto considered that an auditing session, scheduled, was inexorable, and we sought to patch up errors while permitting auditing to continue. This is too hard on pcs and gives entirely a wrong idea of what is expected.

All auditing sessions given in the Auditing Section are for gain, not for practice. The auditor is to audit to produce a case improvement in the pc, not to practice auditing.

When a student is assigned to the auditing section, he is expected to be conversant with the skills to be employed in the session. He attains this by high quality passes in the Theory and Practical Sections. He employs this learned skill in the Auditing Section to the benefit of the preclear.

While in the auditing section, if the student commits a gross auditing error violating what he learned in Theory and Practical for the type of session the student is giving, the penalty is Session Cancellation.

This is posted only after the session given has been completed. The auditing supervisor does not break up the session in progress, although he may direct that certain steps are taken. That certain steps were ordered taken and the taking of those steps by the student auditor does not influence Cancellation of future sessions either way. That the Auditing Supervisor gave the student directions on what to do with the pc does not mean that the student is thereafter cancelled.

The exact procedure is as follows:

An auditor's report is turned in by every auditor in the auditing section at the end of the auditing day. These reports are written during the session by the auditor.

Every preclear in the auditing section has a Preclear's Folder, of distinctive colour, in which all lists, comments and auditors reports are always kept.

The Auditing Supervisor goes over these folders before the next session and comments on the report, or gives directions. The Auditing Supervisor's data may be taken from actual observation of the session or from the report or from an interview with the pc. The written comment may be amplified by personal interview with the student auditor. The common means to obtain information for auditing directions is by studying the report and looking at the preclear after the session.

If the Auditing Supervisor or Instructor sees that a gross auditing error (as per list below) is occurring before the next scheduled session the Auditing Supervisor posts on the Student Board the "Cancellation List". This list gives the date of the list, the name of the auditor and the items in theory and practical that must be done before sessions are resumed.

Theory and Practical Supervisors take their data from this sheet after it is posted and re-correct their students class check sheets from it.

When the student has redone the Theory and Practical work required, the Practical Supervisor posts the student on a "Session Restored List" which advises both the Auditing Supervisor and the student that the student can continue in the auditing section in addition to other work.

As a student has to do a minimum number of hours of auditing in a class it is in his or her interest to re-do the Theory and Practical work as quickly as possible. A session resulting in a cancellation is not counted into these minimum hours.

That the required Theory and Practical work has been done is easily ascertained as more than one passing initial will be found on the student's check sheet by the Practical Supervisor and he also can see the Cancellation Lists of previous days.

The auditing supervisor also makes up his auditing assignments before Monday morning and should review check sheets and his previous cancellation lists in order to do this to keep from missing a student who has done the required work.

A student may be restored to auditing at any time, providing only that he or she has had the required work done.

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Cancellation of Session may occur only in the presence of a gross auditing error. These are listed as follows:

- (1) Failure to give a session.
- (2) Failure to handle an E-Meter at the level of class for the session.
- (3) Disobedience of auditing directions given by the Auditing Supervisor.
- (4) Use of unusual means to handle the pc or the pc's case.
- (5) Failure to apply items already passed in Theory and Practical in giving the session.
- (6) Nattering about the pc out of session or derogatorily spreading the pc's witholds.
- (7) Being late for session.
- (8) Concluding a session early.
- (9) Check of pc with a meter by the Auditing Supervisor discloses gross errors.
- (10) Check of pc with a meter by the Auditing Supervisor after a Class II or Class III type session discloses rudiments to have been flagrantly out during the session or Sec check or Prepcheck questions unflat or goal or lists in error.
- (11) Misemotion by the student auditor during session resulting in a termination of session.
- (12) A pc blowing.
- (13) In a Class II or Class III type of session, pc throwing down cans.
- (14) Disobedience of the Auditor's Code.
- (15) A pc looking worse after the session, or sessions, determined by the Auditing Supervisor's personal observation (not examination).

ALL AUDITING ERRORS LEADING TO NON IMPROVEMENT ARE NOT MINOR. THEY ARE GROSS.

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Some tolerance must of course be employed. Cancelling sessions because "TR3 is out" is insufficient reason. However, a student auditor just plain not answering his pc or failing to give further commands comes under No. 1 above. But at all times, the Auditing Supervisor must be alert and must cancel sessions where one or more of the items above are occurring. Usually several will be found to be out if one is.

The Auditing Section is not a practice section and may not be treated as such. No matter how minor is the process being run, it will be found, because of the processes selected for the auditing section for each class, that the pc will gain and come up shining if the auditing is done right. If there is any practicing it is done in the Practical Section but no pc may be put into session in the Practical Section.

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In Academics the Auditing Supervisor is ordinarily the D of T even when assisted, in very large classes, by an Instructor. In any argument as to the validity of cancellation the Auditing Supervisor is right.

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Apparently this also might seem to punish the preclear. But it will be found that less casualties and more overall gain for the preclear will result from this system.

If the student auditor is cancelled and is not re-learning his or her Theory and Practical on a Monday posting, the Auditing Supervisor on his own judgment should give the pc another auditor.

Do not make the other students carry dead weight. It is expected that a student will give as many hours as he or she receives.

In case of flagrant and continual no-audit by a student, cancel the student also as a pc. This can be used as a booster on the student to get his Theory and Practical passed.

Handling of the student follows, approximately, these courses:

- (1) Giving Auditing.
- (2) Commits small error and is warned.
- (3) Audits better.

or

- (1) Giving Auditing.
- (2) Commits small error and is warned.
- (3) Commits same or bigger error and is Cancelled.
- (4) Re-passes Theory and Practical and is restored to Auditing Section.

or

- (1) Giving Auditing.
- (2) Commits small error and is warned.
- (3) Commits same or bigger error and is Cancelled.
- (4) Fails to be industrious in re-passing Theory and Practical and is Cancelled as a pc.
- (5) Passes and is restored to Auditing as an auditor and then as a pc. (to equalize give-receive auditing balance).
- (6) Continues to malingering and is passed to HGC.

STUDENT MAY BE ORDERED TO THE HGC IN NO OTHER WAY AND FOR NO OTHER REASON.

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There is no process to be used in the Auditing Section except those laid down by Policy Letters.

There is no process specified for the Auditing Section that, correctly used, will not produce good gains for pcs.

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If this system is well carried out and diligently employed the student will graduate from each class and from the Academy knowing that exact Scientology works and inexact doesn't.

Scientology will spread as far as it works and no farther. Student auditors who know it works and can make it work will spread it far. Student auditors permitted to commit any or all of the gross errors listed above will do us all a great disservice.

So be tough. And be accurate. Use this system in training.

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