

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 30 JUNE 1970

STANDARD
LEVEL 0 ACADEMY CHECKSHEET
(Hubbard Recognized Scientologist)

PREREQUISITE: HDC

ORGANIZATION: _____

STUDENTS NAME: _____ DATE: _____

There is a lot of data on this course therefore you are requested to study weekends and evenings.

Study the data in checksheet order. Do not go past a word you do not understand. Use a dictionary and for Scientology terms use a Scientology dictionary and refer to the Symbols and Definitions list (HCOB 23 Aug '65 - Abbreviations and Symbols of Dianetics and Scientology).

* rating = 100% knowledge of and understanding and ability to apply.

0 rating = read and listened to the data and understanding of. Those items not marked with a * are 0 rated.

A demonstration of any of the materials may be requested.

The checksheet is one time through materials and practical. By attest. (HCO P/L 13 May '70 - Training Requirements Eased.)

The Classification requirement for each level is that the student successfully audits several preclears to the attainment of the grade of release of the same level by auditing each of the many processes of the grade to its end phenomenon (HCO P/L 8 June '70 - Student Auditing).

A. ORIENTATION SECTION

- | | | |
|----------------------|---|-------|
| * HCO P/L 15 Jun '70 | Keeping Scientology Working | _____ |
| * HCO P/L 17 Jun '70 | Technical Degrades | _____ |
| HCO P/L 11 Jun '64 | New Student Data | _____ |
| * HCO P/L 19 Apr '65 | Hidden Data Line | _____ |
| * HCO P/L 19 Apr '65 | Ethics Training & Processing Regulations | _____ |
| HCO P/L 29 Apr '65 | Petition | _____ |
| HCO P/L 31 May '65 | Noise | _____ |
| HCO P/L 31 May '65 | Food | _____ |
| HCO P/L 2 Aug '65 | Chaplain | _____ |
| HCO P/L 24 Aug '65 | Improve our Image | _____ |

HCO P/L 30.6.70
Level C

-2-

| | | |
|----------------------|-------------------------------|-------|
| HCO P/L 27 Aug '65 | Housing Staff, Students & pcs | _____ |
| HCO P/L 21 Sept '65 | Cleanliness | _____ |
| HCO P/L 10 Feb '66 | Theory Courses | _____ |
| * HCO P/L 11 Aug '67 | 2nd Dynamic Rules | _____ |
| * HCO P/L 31 May '68 | Auditors | _____ |
| HCO P/L 27 Jul '69 | What is a Checksheet | _____ |

SAINT HILL UK ONLY

| | | |
|----------------------|-----------------------------|-------|
| * HCO P/L 15 Nov '64 | Traffic Regulations St Hill | _____ |
| * HCO P/L 18 Jun '65 | Ground Regulations | _____ |

B. POINTS SYSTEM

| | | |
|-------------------------------|------------------|-------|
| * SO ED 63 Int 19 June '70 | Study Statistics | _____ |
|-------------------------------|------------------|-------|

C. CHECKOUT DATA

Starrate Section

| | | |
|----------------------|-------------------------------------|-------|
| * HCO P/L 4 Oct '64 | Theory Checkout Data | _____ |
| * HCO P/L 26 Aug '65 | Scientology Training Twin Checkouts | _____ |
| * HCO P/L 21 May '67 | Theory Checkout Data | _____ |
| * HCO P/L 14 May '69 | How to do a Starrate Checkout | _____ |

D. STUDY TAPES

Starrate Section

| | | |
|---------------|---------------------------------|-------|
| * 18 June '64 | Study Intro | _____ |
| * 9 July '64 | Study Data Assimilation | _____ |
| * 4 Aug '64 | Study, Summary of | _____ |
| * 6 Aug '64 | Gradients & Nomenclature | _____ |
| * 13 Aug '64 | Study and Education | _____ |
| * 22 Sept '64 | Study, a Review of | _____ |
| * 18 Aug '66 | Study and Intention | _____ |
| * 11 Aug '64 | Study Evaluation of Information | _____ |

E. STUDY DATA

| | | |
|---------------------|--|-------|
| HCO P/L 14 Feb '64 | How to Examine Theory Examinations | _____ |
| HCO P/L 16 Sept '64 | Understanding & Tape Lectures | _____ |
| * HCOB 10 Mar '65 | Words, Misunderstood Goofs | _____ |
| HCO P/L 18 Sept '67 | Study Complexity and Confronting | _____ |
| HCO P/L 19 Oct '68 | "Student finished course should..." | _____ |
| HCOB 11 June '69 | Materials Scarcity of | _____ |
| HCOB 14 Sept '69 | <u>Learning Processes</u> | _____ |
| | Education by Duplication & Repetition | _____ |
| | Group Teaching by Definition Agreement | _____ |
| | Education by Evaluation of Importance | _____ |
| HCOB 19 Sept '69 | Study Slowness | _____ |
| HCOB 20 Nov '69 | Some Word Definitions for Student Use | _____ |
| HCOB 19 June '70 | Study Data, Definitions of Words Error | _____ |

F. BOOKS - To be read by end of theory.

| | |
|---|-------|
| Dianetics '55 | _____ |
| Self Analysis | _____ |
| Axioms & Logics (whole book to be read) | _____ |

G. AXIOM TAPES

| | | | |
|---------|-----------------|--------|-------|
| Aug '54 | Axioms Part I | PRO 13 | _____ |
| Aug '54 | Axioms Part II | PRO 14 | _____ |
| Aug '54 | Axioms Part III | PRO 15 | _____ |
| Aug '54 | Axioms Part IV | PRO 16 | _____ |

H. CHARTS

| | |
|--|-------|
| 1. Classification & Gradation Chart 1970 | _____ |
| * Abilities Attained Column Level C | _____ |
| 2.*Illustrated Tone Scale | _____ |

I. SCALES

Starrate Section

- * HCOB 22 Apr '59 Old & New Reality Scale _____
- * HCOB 6 Feb '60 Effect Scale _____
- * HCOB 18 Sept '67 Scales _____

J. GENERAL COURSE DATA

- HCO P/L 10 Jan '62 HCO Standing Order No.5 _____
- * HCO P/L 27 May '65 Processing _____
- * HCO P/L 1 Jul '65 Ethics Chits _____
- HCOB 23 Aug '65 Abbreviations & Symbols of
Dianetics & Scientology _____
- HCOB 14 Sept '65 Classification Required before
moving to Next Level _____
- * HCO P/L 23 Oct '65 Dissemination Drill _____
- * HCO P/L 15 Dec '65 Students Guide to Acceptable
Behaviour _____
- * HCO P/L 10 Feb '66 Tech Recovery _____
- * HCO P/L 14 Feb '66 Safeguarding Technology _____
- HCO P/L 21 Jul '66 Tech vs Qual _____
- * HCO P/L 27 Sept '66 The Anti Social Personality _____
- HCO P/L 6 Oct '66 Cramping for Students Who Flunk
Classification _____
- HCO P/L 12 Oct '66 Examinations _____
- HCO P/L 31 May '68 Scientology Technology _____
- HCO P/L 14 Oct '68 Auditor's Code AD 18 _____
- HCO P/L 2 Nov '68 Auditor's Code AD 18 Additions _____
- * HCO P/L 8 Feb '69 Out Tech _____
- * HCO P/L 7 May '69 Policy on Sources of Trouble _____
- HCO P/L 13 May '70 Training Requirements Based _____
- * HCO P/L 22 June '69 Enrolment on Self Determinism _____
- * HCO P/L 8 June '70 Student Auditing _____
- * HCO P/L 10 May '70 Single Declare _____
- * HCO P/L 15 Nov '69 Rights and Duties _____

K. CODES

- * HCO P/L 14 Oct '68 Auditor's Code AL 18 _____
- * HCO P/L 2 Nov '68 Auditor's Code AD 18 Additions _____
- HCO P/L 5 Feb '69 Press Policy Code of a Scientologist _____

L. E-METER SECTION

The Book Introducing the E-Meter _____

- * E-Meter Essentials _____

M. DATA - *Starrate section*

- * HCO P/L 21 Sept '65 E-Meter Drills _____
- * HCOB 16 Nov '65 E-Meter Sensitivity Setting _____
- * HCOB 23 Nov '65 Mark V & Azimuth E-Meters _____
- * HCOB 15 Dec '65 E-Meters Allowed _____
- * HCOB 14 Oct '68 "You must never never....." _____
- * HCOB 11 May '69 Meter Trim Check _____
- * HCOB 2 Sept '69 E-Meter Defined _____

N. TA - *Starrate section*

- * HCOB 25 Sept '63 Adequate TA Action _____
- * HCOB 1 Oct '63 How to get TA Action _____
- * HCOB 24 July '64 TA Counters, Use of _____

O. F/N DATA - *Starrate section*

- * HCOB 11 Feb '66 Free Needles & How to get them on
a pc _____
- * HCOB 21 Sept '66 ARC Break Needle _____
- * HCOB 21 Oct '68 Floating Needle _____
- * HCOB 20 Feb '70 Floating Needles & End Phenomena _____
- * HCOB 2 June '70 Floating Needles _____

P. INDICATORS

Starrate section

- * HCOB 29 Jul '64 Good Indicators at Lower Levels _____
- * HCOB 19 Jan '67 Manifestations of Secondaries & Engrams
Further Defined _____
- * HCOB 26 Apr '69 Bad Indicators at Lower Levels _____
- * HCOB 10 Mar '70 List of Perceptions _____

Q. STYLES

- HCOB 28 Feb '59 Analysis of Cases _____
- HCOB 21 Feb '60 Definition Processes _____
- HCOB 26 Nov '63 A New Triangle, Basic Auditing,
Technique & Case Analysis _____
- * HCOB 6 Nov '64 Styles of Auditing _____
- HCOB 18 Apr '65 How to Apply Level Processing _____

R. CLEARING COMMANDS

- *Starrate section*

- * HCOB 14 Nov '65 Clearing Commands _____
- * HCOB 9 Nov '68 Clearing Commands (all levels) _____

S. ACKNOWLEDGEMENTS & ENDING SESSIONS

- HCOB 1 Jan '59 Tone of Voice Acknowledgements _____
- HCOB 12 Nov '59 Acknowledgements in Auditing _____
- * HCOB 17 Oct '62 How to Acknowledge _____
- * HCOB 17 Oct '62 Auditor failure to Understand _____
- * HCOB 7 Apr '64 Premature Acknowledgements _____
- * HCOB 1 July '65 Comm Cycle Additives _____
- * HCOB 29 Sept '65 Cyclical & Non Cyclical Process
Conclusions _____

T. AUDITOR ADMIN SECTION

- HCO P/L 19 Nov '65 Auditing Reports _____
- * HCOB 7 May '69 Summary of How to Write an Auditor's
Report etc. _____
- HCOB 29 Apr '69 Assessment & Interest _____
- HCOB 10 July '69 Stenographic Auditing _____
- * HCOB 5 Nov '69 Folder Summary _____

U. FORMS

| | | |
|----------------------|------------------------------|-------|
| HCOB 24 Apr '69 | Pc Assessment Sheet | _____ |
| HCO P/L 26 Jan AD 20 | Examiners Form | _____ |
| | Auditor Report Form | _____ |
| HCO P/L 24 Apr '68 | Parent/Guardian Consent Form | _____ |
| HCOB 20 June '70 | Summary Report Form | _____ |

V. PC DATA

| | | |
|----------------------|---|-------|
| HCOB 14 Jan '63 | Rings Causing Rockslams | _____ |
| HCOB 17 Oct '64 | Getting the pc Sessionable | _____ |
| HCO P/L 4 July '65 | Pc Routing Rev Code | _____ |
| * HCOB 3 Mar '69 | Case Gain Completing Levels | _____ |
| * HCOB 30 Apr '69 | Auditor Trust | _____ |
| * HCOB 12 Oct '69 | Forcing a pc | _____ |
| * HCOB 4 Feb '70 | Urgent Important - pc Application for Major Levels | _____ |
| * HCO P/L 17 Apr '70 | An Auditor & "The Minds Protection" | _____ |
| HCOB 20 May '70 | Starting of Preclears | _____ |
| * HCOB 18 Apr '68 | Needle Reactions above Grade IV | _____ |

W. AUDITOR MUST NOTs - *Starrate Section*

| | | |
|--------------------|--|-------|
| * HCOB 7 Apr '64 | All Levels Q & A | _____ |
| * HCOB 24 Aug '64 | Session Must Nots | _____ |
| * HCOB 3 Aug '65 | Auditor Goo's - Blowdown Interruptions | _____ |
| * HCOB 21 Sept '65 | Out Tech | _____ |
| * HCOB 12 Feb '66 | Dangerous Auditor | _____ |
| * HCOB 5 Dec '66 | Letting the pc Itse | _____ |
| * HCOB 7 May '69 | 5 GABs | _____ |
| * HCOB 17 May '69 | TRs & Dirty Needles | _____ |
| * HCOB 4 July '69 | Auditing of OT III Preclears | _____ |
| * HCOB 16 July '69 | Urgent Important | _____ |
| * HCOB 17 July '69 | Flagrant Auditing Errors | _____ |
| * HCOB 23 July '69 | Auditor Assignment Policies | _____ |
| * HCOB 29 Mar '70 | Auditing & Ethics | _____ |
| * HCOB 11 Apr '70 | Auditing Past Exterior | _____ |

X. TAPES

| | | |
|------------------------|---|-------|
| 17 May '54 | Simple Processes Summary | _____ |
| * 27 July '54 (PRO 17) | 2 Way Comm & The PTP | _____ |
| 5 Nov '54 | 2 Way Comm ST Wire & 8c | _____ |
| 19 Nov '54 | Communication & the Dynamics | _____ |
| * 29 Nov '54 | HCAF 8 2 Way Comm | _____ |
| * 19 July '62 | The E-Meter | _____ |
| * 25 July '63 | Comm Cycle in Auditing | _____ |
| * 6 Aug '63 | Auditing Comm Cycle | _____ |
| * 28 Apr '64 | Wisdom as an Auditor | _____ |
| * 20 Aug '63 | Itsa Line | _____ |
| * 21 Aug '63 | Itsa Line (Cont'd) | _____ |
| * 6 Feb '64 | Comm Cycles in Auditing | _____ |
| * 19 Mar '64 | Flattening a Process | _____ |
| * 15 Aug '63 | The Tone Arm | _____ |
| * 17 Nov '64 | Styles of Auditing | _____ |
| * 15 Dec '64 | Communication - A Gradient of Duplication | _____ |
| * 26 July '66 | Classification & Gradation Chart | _____ |
| HCOB 14 Aug '63 | Lecture Graphs | _____ |

Y. PROCESSES FOR STRAIGHT WIRE *Starrate section*

| | | |
|-------------------------------------|--|-------|
| * HCOB 27 Sept '68 | ARC Process | _____ |
| * HCOB 3 Feb '59 | HGC Current Procedure (Not-is Straight Wire) | _____ |
| * HCOB 20 Oct '59 | An Experimental Process (Know Mystery Recall Process) | _____ |
| * HCOB 17 Mar '60 | Standardized Sessions (An Obvious Basic Process) | _____ |
| * HCOB 17 June '70 | Pg 3 Straight Wire Triple | _____ |
| * PAB 43 7 Jan '55 | Plotting P _e on Tone Scale (Elementary ST Wire) | _____ |
| * <u>Reference</u> HCOB 17 June '70 | Various 0 - IV Grade Processes. | |

2. PROCESSES FOR LEVEL 0 *Starrate section*

(Full bulletin, PAB or Book page mentioned including process to be Starrated.)

- * HCOB 17 Oct '63 R-2c Slow Assessment by Dynamics _____
reissued 17 Jan AD14
- * HCO Technical Form 17 Oct AD13 - R-2c Slow Assessment by _____
Dynamics
- * HCOB 31 Oct AD13 R-2c Slow assessment by Dynamics cont'd _____
- * HCOB 10 Dec '64 Listen Style Auditing _____
- * HCOB 11 Dec '64 Processes _____
- * HCOB 26 Dec '64 Routine O-A Expanded _____

BOOK: 8-8008

- * Pg 145 (Remedy of Comm Scarcity) _____

BOOK: CREATION OF HUMAN ABILITY

- * Pg 74 (R2-31 Beingness Processing) _____
- * Pg 152 (R2-60 The Hidden Communication) _____

PABS

- * 54 10 June '55 Comm Processes _____
- * 56 8 July '55 Axiom 51 Comm Processing _____
- * 146 15 Oct '58 Valence Process _____
- * HCOB 7 May '59 New Processes (Locational Comm Process) _____
- * HCOB 21 July '59 HGC Allowed Processes (Locational Problems _____
Process & A Clearing Procedure)
- * HCOB 13 Oct '59 DEI Expanded Scale (Know Mystery Comm Process) _____
- * HCOB 25 Sept '59 HAS Co-Audit (Universal Processes) _____
- * HCOB 2 Mar '61 New Pre Nav Command (In Sequence) _____

Reference:

- * HCOB 17 June '70 Various O-IV Grade Processes Triple O _____
Pg 10-11

AA. MODEL SESSION *Starrate section*

- * HCOB 13 Oct '68 Rudiments _____
- * HCOB 18 Nov '68 Model Session for O-II _____
- * HCOB 19 Nov '68 Model Session Revised _____

ABILITY ATTAINED: *Starrate section*

- HCO P/L 25 June '70 Expanded Lower Grades Chart of Abilities _____
Gained & Inabilities lost
- * Level 0 Section (*starrate*) _____

ATTEST THEORY

Student Attest: I have completed theory one time through and know and can apply the data _____ Date: _____

Supervisor Attest: _____ (Student name) has studied Theory and knows and can apply the data _____ Date: _____

AB. PRACTICAL

CLAY TABLE:

HCOB 11 Oct '67 Clay Table Training _____

CLAY DEMOS - Checked by Supervisor.

- * 1. Axiom 28 _____
- * 2. The Purpose of Level 0 _____
- * 3. The Full End Phenomena of a Process _____
- * 4. The Full End Phenomena of Grade 0 Ability Attained _____
- * 5. The Use of the Prompters _____
- * 6. The 5 GAEs _____
- * 7. The Auditor's Code (all points) _____
- * 8. An F/N _____
- * 9. An Auditing Session _____
- * 10. The difference between an ARC Broken pc & a pc who has attained the End Phenomena of a Process _____

AC. THEORY re PRACTICAL

Starrate Section

- * HCOB 17 Apr '61 Training drills Modernized _____
- * HCOB 10 Oct '65 Mutter TR _____
- * HCOB 10 Dec '65 E-Meter Drill Coaching _____
- * HCOB 24 May '69 Coaching _____
- * HCOB 3 June '69 TR Notes _____

AD. TRs - Checked by Supervisor.

- * 0 _____ 2 hrs straight confront
- * 0 _____ bull baiting
- * 1 _____
- * 2 _____
- * 3 _____
- * 4 _____

| <u>METER DRILLS</u> | | - | <u>Checked by Supervisor</u> | |
|---------------------|-------|---|------------------------------|-------|
| * 1 | _____ | | * 6 | _____ |
| * 2 | _____ | | * 7 | _____ |
| 3 | _____ | | * 8 | _____ |
| * 4 | _____ | | * 9 | _____ |
| * 5 | _____ | | *10 | _____ |

AE. DOLL DRILLS - Checked by Supervisor

Full Admin and TRs on a doll of the following processes -

- * 1. ARC Process (HCOB 27 Sept '68) _____
- * 2. Not is Straight Wire (HCOB 3 Feb '59) _____
- * 3. Know Mystery recall Process (HCOB 20 Oct '59) _____
- * 4. An Obvious Basic Process (HCOB 17 Mar '60) _____
- * 5. ST Wire Triple & Havingness (HCOB 17 June '70) _____
- * 6. Elementary ST Wire (PAB 43) _____
- * 7. Remedy of Comm Scarcity (Book S-8008 Pg 145) _____
- * 8. R2-31 Beingness Processing (Creation of Human Ability Pg 74) _____
- * 9. R2-60 The Hidden Communication (Creation of Human Ability Pg 152) _____
- * 10. Comm Process (PAB 54) _____
- * 11. Axiom 51 Comm Processing (PAB 56) _____
- * 12. Valence Process (PAB 146) _____
- * 13. Locational Comm Process (HCOB 7 May '59) _____
- * 14. Locational Problems Process (HCOB 21 July '59) _____
- * 15. A Clearing Procedure (HCOB 21 July '59) _____
- * 16. Know Mystery Comm Process (HCOB 13 Oct '59) _____
- * 17. Universal Processes (HCOB 25 Sept '59) _____
- * 18. In sequence (HCOB 2 Mar '61) _____
- * 19. RLC on "Apples" _____

ATTEST PRACTICAL

Student: I have completed practical requirements and know and can apply the data _____ Date: _____

Supervisor: _____ (Students name) has completed the practical section and knows and can apply the data _____

signature.

AF. AUDITING

- 1. Remedy of Comm Scarcity _____
- 2. R2-31 Beingness Processing _____
- 3. R2-60 The Hidden Communication _____
- 4. Comm Process _____
- 5. Axiom 51 Comm Processing _____
- 6. Valence Process _____
- 7. Locational Comm Process _____
- 8. Locational Problems Process _____
- 9. A Clearing Procedure _____
- 10. Know Mystery Comm Process _____
- 11. Universe Process _____
- 12. In Sequence _____
- 13. O - O _____
- 14. O - A _____
- 15. O - B _____
- 16. Triple OO - OA - OB & Havingness _____

ALL to full END PHENOMENA of EACH PROCESS.

Auditing examined by folder inspection.

Inspected by a Qualified Personnel (name) _____

Attested.

Student to Certs & Awards for Classification on Standard Level 0.

Compiled by
W/O Judy Fuller, Class VIII, HDG
Tech Compilations Officer
SO Compilations Branch
SO Organizing Bureau
for
L. RON HUBBARD
FOUNDER

LRH:JF:sb
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