

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 3 MARCH 1971

Remimeo
All Students
Student Examiners
Supervisors

STARRATE OUTPOINTS

The following is a list of the most frequent mistakes made on giving starrate checkouts.

1. Not flunking immediately on a short comm lag but getting reasonable and allowing the student to carry on with the checkout. This stems from not knowing the reason for flunks on comm lags. (See HCO P/L 4 Oct 64, "Theory Check-out Data," point number 4).
2. Not spot checking a student on the policy or bulletin. This stems from not knowing the purpose of spot checking or why it is okay to spot check a student. (See HCO P/L 4 Oct 64, "Theory Check-out Data," paragraph number 1 and point number 3).
3. Not knowing that Coaching in Theory means getting the student to define all the words and give all the rules. This misunderstanding comes from not knowing the purpose of Coaching in Theory. (See HCO P/L 4 Oct 64, "Theory Checkout Data.")
4. Not asking the student to use the word in a sentence after asking him to define the word in his own words. You ask for the meaning of the word and the use of the word in a made up sentence. (See HCO P/L 24 Sept 64, "Instruction and Examination: Raising the Standard of.")
5. Not knowing that a dull student is stuck in the blank space right after the misunderstood and that a dull student is handled the same way you would handle a glib student. (See HCO P/L 24 Sept 64, "Instruction and Examination: Raising the Standard of.")
6. Not asking questions that demand an ability to apply the data, assuming that if you ask a student to demonstrate you have asked him to apply the data. This is the most important point in giving a checkout and is the purpose of giving a checkout. It must never be neglected in giving a checkout. (See HCO P/L 24 Sept 64, "Instruction and Examination: Raising the Standard of," and HCO P/L 6 Mar 71, "How to Do Theory Checkouts and Examinations," second to last paragraph.)
7. Not sending back a student to restudy the policy or bulletin when he flunks but instead showing it to him and then carrying on with the checkout. Also doing this when a student flunks on a word and just having him look the word up and carrying on with the checkout without having him look up the word and restudy the materials. This stems from not

knowing what happens when a student goes past a misunderstood word. (See HCO P/L 26 Aug 65, "Scientology Training Twin Checkouts," paragraph 1 and the sections under the two phenomena of a misunderstood word.)

All the above points were found to be out in greater or lesser degrees on students who hadn't done the Checkout Mini Course and on students who had done the Checkout Mini Course in the field. The understanding of them and application of them are essential to giving good checkouts.

All the above points are found on the Checkout Mini Course but somehow they aren't being duplicated and hence the need for this corrective policy which calls attention to them.

It is absolutely essential that correct checkouts are given by every student on every major Dianetics and Scientology course.

To do otherwise will degrade the relay and the application of the Technology.

Flag Director of Training
for
Training & Services Aide
As ordered by
L. RON HUBBARD
FOUNDER

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