

BOARD POLICY LETTER

21 OCTOBER 1971RA
ISSUE IV

REVISED 17 AUGUST 1975
CANCELS

HCO PL 21 OCTOBER 1971
REVISED & REISSUED 22 APR 72
SAME TITLE

Remimeo
HQS Course
HQS Course Supervisors

HQS COURSE CHECKSHEET

INTRODUCTION:

This course is a Basic (not major) Course in the fundamentals of Scientology technology and gives a gradient of application of a few vital principles. However, this course, particularly its TRs, can be used to get a person off drugs or to help a person who has been on drugs dry out.

NAME: _____ DATE: _____

ORG: _____ POST: _____

DATE STARTED: _____ DATE COMPLETED: _____

PREREQUISITES: NONE

PURPOSE:

To teach the student better control of his environment, auditing basics, how to run assists on an injured or upset person, and how to help others achieve improved memory.

LENGTH OF COURSE: 5 - 7 days full time, 10 - 14 days part time.

CERTIFICATE:

Upon completion of this course, the student will be awarded the HUBBARD QUALIFIED SCIENTOLOGIST certificate.

IMPORTANT NOTE:

In studying this course, do not go past a word you do not fully understand. If the material seems confusing or you can't seem to grasp it, there will be a word just earlier that you have not understood. Don't continue further, but go back to BEFORE you got into trouble, find the misunderstood word and get it defined in a regular or a Scientology dictionary.

BOOK: Required reading for this course is the book Problems of Work (Latest Edition). Read this book in your own time, after course hours. It must be completed by the time you finish this course.

SECTION I - KEEPING SCIENTOLOGY WORKING

1. HCO PL 7 Feb 65 Keeping Scientology Working
(Reissued 15 Jun 70)
2. HCO PL 17 Jun 70 Technical Degrades

SECTION II - STUDY BASICS

1. HCOB 25 Jun 71R Word Clearing Series 3R
Barriers to Study
2. HCOB 11 Oct 67 Clay Table Training
3. CLAY DEMO:
 - a. a pencil
 - b. a book

SECTION III - TRs

*NOTE: This section is to be done by students who either haven't done TRs or who haven't done them recently.

REFERENCE: "The Communication Course", a booklet published by AOSH DK Pubs Dept.

1. Read "The Value of Confronting" - pg 17-18
2. Read OT TR-0 & TR-0 - pg 19-20
3. DRILL: OT TR 0 & TR 0 to a major stable win on each
4. Read "How to Coach" - pg 21-24
5. Read "TR-0 Bullbait" - pg 25-26
6. DRILL: TR 0 Bullbait to a major stable win
7. Read "The Value of Intention" - pg 27-28
8. Read "TR 1 - Dear Alice" - pg 28-29
9. DRILL: TR 1 to a major stable win
10. Read "The Value of Acknowledgement" - pg 30-31
11. Read "TR 2 - Acknowledgements" - pg 32
12. DRILL: TR 2 to a major stable win
13. Read "Getting Your Question Answered" - pg 33
14. Read "TR 3 - Duplicative Question" - pg 34-36
15. DRILL: TR 3 to a major stable win
16. Read "The Value of Handling Originations" - pg 37
17. Read "TR 4 - Preclear Originations" - pg 38-40
18. DRILL: TR 4 to a major stable win
19. Read "Control" and "Intention and Control" - pg 43-45
20. Read "TR 6 - 8C (Body Control)" - pg 45-46
21. DRILL: TR 6 to a major stable win
22. Read "TR 7 High School Indoc" - pg 47
23. DRILL: TR 7 to a major stable win
24. Read "TR 8 - Tone 40 on an Object" - pg 48-50
25. DRILL: TR 8 to a major stable win
26. Read "TR 9 - Tone 40 on a Person" - pg 50-51
27. DRILL: TR 9 to a major stable win

SECTION IV INTRODUCTION TO AUDITING

1. BTB 30 Sep 71 Auditing _____
2. HCOB 30 Apr 69 Auditor Trust _____
3. HCOB 30 Apr 71 Auditing Comm Cycle _____
4. CLAY DEMO: The auditing comm cycle _____
5. HCO PL 14 Oct 68 The Auditors Code _____
6. HCO PL 2 Nov 68 The Auditors Code Addition _____
7. ESSAY: Why an auditor must adhere to the Auditors Code _____
8. HCOB 5 Apr 71R Summary of How to Write an Auditor's Report and Worksheets (Rev. 21.10.74) for HQS Co-Audit _____
9. EXERCISE: Fill out a dummy Auditor's Report and worksheet. Repeat until you've got it. _____

SECTION V - ASSISTS

1. HCOB 21 Oct 71 Assists in Scientology (Reissued 21 Sep 74) _____
2. Drill: Do a Locational Assist on a doll. Use the command "Look at that (e.g. ceiling, chair, floor)" - auditor points to room objects. Run this until the difficulty is gone and there is a cognition. Then write up session reports. _____
2. DO IT: Find someone who needs a Locational Assist and give them one to a good result. Keep session reports. _____
4. HCOB 5 Jul 71R C/S Series 49R Assists _____
5. DRILL: Do an assist on a doll who is unconscious. Run until consciousness returns. Then write up your session reports. _____
6. DO IT: Find someone who is unconscious or out of PT and run an assist on him or her to a good result. Keep session reports. _____
7. BTB 9 Oct 67R Assists for Injuries (Revised 18 Feb 74) _____
8. DRILL: Do a Contact Assist on a doll, imagining it to have injured an arm or leg by running into furniture. Run a Contact Assist until somatic turns on and blows off, and the pain is gone, and a cognition occurs. After completing the assist, write up the Auditor's Report and worksheet for the session. _____
9. DO IT: Find someone who needs a Contact Assist and give him or her one. Write up your session reports. _____
10. BTB 7 Apr 72R Touch Assist, Correct Ones (Revised & Reissued 23 Jun 74) _____
11. DRILL: Do a Touch Assist on a doll who has an injured forehead. Run the assist until the pain is gone and there is a cognition. Write up an Auditor's Report and worksheet after successfully completing the assist. _____
12. DO IT: Find someone who needs a Touch Assist and give it to him or her to a good result. Keep session reports. _____
13. BTB 7 Jun 69 How to Make a Person Sober (Reissued 27 Jul 74) _____

- 14. **PRACTICAL:** Do a Locational Havingness process on a doll, imagining it to be intoxicated or high. After successfully completing the process write up an Auditor's Report and worksheet for the session.

SECTION VI - SELF ANALYSIS

- 1. **BOOK - Self Analysis** by L. Ron Hubbard (Pubs WW Edition 1958):
 - a. Processing Section pg 62-70
 - b. Important - How to Use the Disc, pg 60
- 2. **BTB 30 Sep 71R Drill - Recall Lists Model Session**
(Revised & Reissued 4 Sep 74)
- 3. **DRILL:** Run Self Analysis Lists on a doll, using the Model Session for it and keeping an Auditor's Report Form and worksheets as you go.
- 4. **DO IT:** Run Self Analysis Lists on another student to a good win. Use Model Session and full session reports. This auditing step is done until the student knows he can get a result.

SECTION VII - ATTESTATION

A. STUDENT ATTEST

I attest I have fully completed this checksheet, have no misunderstands on the material, can fully apply the HQS Course materials and can achieve the expected results.

STUDENT: _____ DATE: _____

B. SUPERVISOR ATTEST

I attest that the above-named student has fully completed this checksheet, knows and can apply the materials of the course and has no misunderstands on the HQS Course materials.

COURSE SUPERVISOR: _____ DATE: _____

C. CERTS & AWARDS ATTEST

THE ABOVE NAMED STUDENT HAS ATTESTED TO HAVING (a) PROPERLY ENROLLED ON THE COURSE, (b) PAID FOR THE COURSE, (c) STUDIED AND UNDERSTANDS ALL THE MATERIALS OF THE CHECKSHEET, (d) DONE THE DRILLS CALLED FOR IN THE CHECKSHEET, AND (e) CAN PRODUCE THE RESULTS REQUIRED IN THE MATERIALS OF THE COURSE, AND IS AWARDED THE CERTIFICATE OF HUBBARD QUALIFIED SCIENTOLOGIST (HQS).

CERTS & AWARDS: _____ DATE: _____

Revised by M. Kimmich,
Flag Materials Chief
for W/O Ron Shafran, CS-4
Approved by
Commodore's Staff Aides
and the Board of Issues
for the BOARDS OF DIRECTORS
of the CHURCHES OF SCIENTOLOGY

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