

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 26 JANUARY 1972  
ISSUE V

Remimeo  
Scient Orgs  
Academies  
Level 1  
Students

(HCO P/L 14 Oct 1971 Issue I  
amended re w/C requirements)

SCIENTOLOGY LEVEL I STANDARD ACADEMY  
CHECKSHEET

(HTS) HUBBARD TRAINED SCIENTOLOGIST

THIS COURSE CONTAINS KNOWLEDGE VITAL TO SUCCESSFUL  
LIVING.

PREREQUISITE: Provisional Class 0. (The student must also  
have completed Word Clearing Method No. 1.)

ORGANIZATION: \_\_\_\_\_

STUDENTS NAME: \_\_\_\_\_

DATE STARTED: \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_

This checksheet contains the vital survival knowledge  
of Scientology level one technology.

REQUIREMENTS:

Students on this course are to have done the Academy  
Level Zero Course and its prerequisites of Student Hat and  
Word Clearing Method No. 1.

*Full study tech per Student Hat is to be used through-  
out this course. Word Clearing Method 2 on all materials  
is not required. Standard classroom word clearing methods  
are required. It is the student's responsibility to ensure  
his twin continues as an "F/Ning Student" throughout (Ref:  
HCOB 29 June '71 "Word Clearing Series 1, Steps to Speed  
Student Product Flow".)*

This action is vitally important as misunderstood words  
are the ONLY reason a person gives up study or has trouble  
learning or understanding and applying correctly, what he  
has learned.

CERTIFICATE:

Completion of this checksheet entitles you to a  
"Provisional Hubbard Trained Scientologist Certificate".

When you have completed through to Class IV training you will be required to Intern in this Organization under the professional guidance of our Technical Experts. Once you can then apply the processes of this level flublessly you will be awarded your full permanent Hubbard Trained Scientologist Certificate.

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

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 and understanding and ability to apply.

0-rating = read and listened to the data and understanding of.

Those items not marked \* rate are 0 rated.

A demonstration of any of the materials may be requested.

The checksheet is one time through materials and practical.

Attest the zero rate (0) items yourself in the space opposite the item.

Your course twin attests the star-rate (\*) items in the space provided when he has given you a checkout and is sure you understand the data and its application.

We wish you a very successful course.

Start.

Academy Zero Checksheet has been done.

		_____
		CHECKED OUT
A.	<u>ORIENTATION SECTION</u>	
*	HCO PL 15 Jun 70 Keeping Scientology Working	_____
*	HCO PL 17 Jun 70 Technical Degrades	_____
*	HCO PL 7 May 69 Policies on Sources of Trouble	_____
B.	<u>POINTS SYSTEM</u>	
	HCO PL 17 May 71 Study Statistics	_____
	Issue II	

C. BOOKS - To be read by end of Course

Problems of Work

Control & Mechanics of SCS

\_\_\_\_\_  
\_\_\_\_\_

D. CLAY DEMOS

\* Demonstrate

\* (a) What a Stable Datum is.

\* (b) How it is that Control is composed of start change and stop.

\_\_\_\_\_  
\_\_\_\_\_

E. CHARTS

Classification & Gradation Chart 1970

\*Abilities attained Column for Level I

\_\_\_\_\_  
\_\_\_\_\_

F. SCALES

HCO B 18 Sept 67 Scales

\_\_\_\_\_  
\_\_\_\_\_

G. CODES

\* HCO PL 14 Oct 68 Auditor's Code AD 18

\* HCO PL 2 Nov 68 Auditor's Code AD 18 Addition

HCO PL 5 Feb 69 Press Policy Code of a  
Scientologist

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

H. TA

HCO B 1 Oct 63 How to Get Tone Arm Action

\_\_\_\_\_  
\_\_\_\_\_

I. F/N DATA

\* HCO B 17 July 70 Let the PC Have His Full EP

\* HCO B 14 Mar 71 F/N Everything

\_\_\_\_\_  
\_\_\_\_\_

J. STYLES OF AUDITING

HCO B 28 Feb 59 Analysis of Cases

HCO B 6 Nov 64 Styles of Auditing (Level  
One Only)

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\_\_\_\_\_  
\_\_\_\_\_

K. PC DATA

\* HCO B 3 Mar 69 Case Gain Completing Levels

\* HCO B 30 Apr 69 Auditor Trust

\* HCO PL 25 June 70 Expanded Lower Grades Chart  
of Abilities Gained and  
Inabilities Lost (Level I  
Section)

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

L. AUDITOR MUST NOTS

- \* HCO B 7 Apr 64 All Levels Q&A \_\_\_\_\_
- \* HCO B 7 May 69 5 GABs \_\_\_\_\_
- \* HCO B 11 Apr 70 Auditing Past Exterior \_\_\_\_\_

M. ADMIN

- \* HCO B 5 Nov 69 Folder Summary \_\_\_\_\_

N. TAPES

- \* 22 June 61 Running CCHs \_\_\_\_\_
- \* 3 Oct 61 The Prior Confusion \_\_\_\_\_
- \* 22 Aug 61 PTPs - Unknownnesses \_\_\_\_\_
- 1 Nov 62 The Road to Truth \_\_\_\_\_
- \* 21 Apr 64 Problems and Solutions \_\_\_\_\_
- \* 13 Oct 64 Cycles of Action \_\_\_\_\_
- 29 Aug 65 Basics of Auditing \_\_\_\_\_

PROCESSES FOR LEVEL I

O. CCHs

- HCO B 1 Dec 65 CCHs \_\_\_\_\_
- HCO B 5 Apr 62 CCHs Auditing Attitude \_\_\_\_\_
- HCO B 12 Apr 62 CCHs Purpose \_\_\_\_\_
- HCO B 2 Aug 62 CCHs Answers \_\_\_\_\_
- HCO B 7 Aug 62 Running CCHs \_\_\_\_\_
- HCO B 6 Sept 62 CCHs - More Information \_\_\_\_\_
- HCO B 12 Sept 63 CCHs Data \_\_\_\_\_
- HCO PL 17 May 65 Urgent - CCHs \_\_\_\_\_
- PAB 235 June 57 CCHs V-X \_\_\_\_\_

P. HELP

- HCO B 5 May 60 Help \_\_\_\_\_
- HCO B 14 July 60 Concept Help \_\_\_\_\_
- HCO B 15 Dec 60 Pre-sessions 37 \_\_\_\_\_
- HCO B 12 May 60 Help Processing \_\_\_\_\_
- HCO B 5 Nov 65 5 Way Bracket on Help \_\_\_\_\_

Q. PROBLEMS

HCO B	31	Mar	60	The Present Time Problem	_____	_____
HCO B	2	Nov	61	The Prior Confusion	_____	_____
HCO B	30	July	62	A Smooth 25 Hr. Intensive	_____	_____
HCO B	27	Sept	62	Problems Intensive Use	_____	_____
HCO B	7	Sept	64	PTPs, Overts and ARC Breaks	_____	_____
HCO B	8	Nov	65	Suppressives & Hidden Standards	_____	_____

R. FURTHER PROCESSES FOR LEVEL 1

(Full bulletin, PAB page or book page mentioned including process to be read.)

Reference HCO B	17	June	70	Various O-IV Processes	_____	_____
CCHs V-X	PAB	235	June	57	_____	_____
Auditor Clearance Process (Pg 13 HCO B 17 June 70 Various O-IV Processes)					_____	_____
PT Body Orientation (Book 8-8008 Pg 93)					_____	_____
Locational Processes (Creation of Human Ability Pg 89 R2-35)					_____	_____
Remedy AC (Book of Case Remedies Pg 34)					_____	_____
Objects (Creation of Human Ability Pg 162 R2-67)					_____	_____
3 Part Locational Process (PAB 153 1 Feb 59)					_____	_____
Control Trio (PAB 137 1 June 58)					_____	_____
Goals (PAB 137 1 June 58)					_____	_____
Locational (Factual Havingness (HCO B 12 Sept 58 Havingness New Commands)					_____	_____
Opening Procedure SOP 8C (PAB 34 4 Sept 54 & Creation of Human Ability Pg 44 R2-16)					_____	_____
S-C-S (HCO B 28 July 58 Clear Procedure)					_____	_____
Locational Process (HCO B 7 Dec 57 HGC Procedure)					_____	_____
Connectedness (HCO B 6 Feb 58 - HGC Clear Procedure Outline)					_____	_____
Op pro by dup. (HCO B 4 Feb 59 Op pro by dup)					_____	_____
Formula 19 (HCO B 16 Feb 61)					_____	_____
Running Help on an Item (HCO B 28 July 58 Clear Procedure)					_____	_____
Regimen Two (HCO B 26 Aug 60)					_____	_____
Formula 20 (HCO B 2 Mar 61)					_____	_____
Locational Problems Process (HCO B 21 July 59 HGC Allowed Processes)					_____	_____
Invent Problems Process (HCO B 11 Jan 59)					_____	_____

	HAS V (HCO B 19 Jan 61 Additional HAS Processes)	_____	_____
	Memory PTP (HCO 23 Feb 61 PTPs & Goals)	_____	_____
	Problems Process for PTPs (HCO B 16 Dec 57 Present Time Problem)	_____	_____
	Problem of Comparable Magnitude (HCO B 1 Mar 58)	_____	_____
	Routine IA (HCO B 6 July 61 Routine IA)	_____	_____
	PAB 58 (Problems Process - 5 Aug 59 PAB 58)	_____	_____
	Use of Problems & Solutions (Creation of Human Ability R2-20 Pg 53)	_____	_____
	Solutions to Solutions (HCO B 3 May 59)	_____	_____
	Remedy AR (Book of Case Remedies Pg 35)	_____	_____
	Level I Triple & Havingness (HCO B 17 June 70 Pg 24)	_____	_____
S.	<u>PREPCHECK DATA</u>		
*	HCO B 14 Aug 64 Prepcheck Buttons	_____	_____
*	HCO B 9 Sept 63 Repetitive Rudiments & Repetitive Prepchecking	_____	_____
*	HCO B 8 Apr 70 More on Prepchecks	_____	_____
T.	<u>MODEL SESSION</u>		
*	HCO B 18 Nov 68 Model Session for O-II	_____	_____
	HCO B 15 Apr 69 PTP Rud	_____	_____
U.	<u>CLAY DEMOS</u>		
*1.	Demonstrate a PTP	_____	_____
*2.	Demonstrate the prior Confusion & the Problem	_____	_____
*3.	Demonstrate the Cycle of Action (Q7 Prelogics)	_____	_____
*4.	Demonstrate why a pc makes no gain when he has a PTP	_____	_____
*5.	Demonstrate the full End Phenomena of Grade 1 Ability Attained	_____	_____
V.	<u>THEORY RE PRACTICAL</u>		
*	HCO B 17 Apr 61 Training Drills Modernized	_____	_____
*	HCO B 1 Oct 65 Mutter TR	_____	_____
*	HCO B 24 May 68 Coaching	_____	_____
	HCO B 15 Aug 71 TR Course Bugs Handling	_____	_____
	HCO B 16 Aug 71 TR Course Breakthrough	_____	_____
	HCO B 29 June 62 How to Acknowledge	_____	_____
	HCO B 29 Sept 65 Cyclic & Non Cyclic Process Conclusions	_____	_____

- \* HCO B 7 May 68 Upper Indoc TRs \_\_\_\_\_
- \* HCO B 22 May 65 Revised TR 8 Clarification \_\_\_\_\_

PRACTICAL

W. TRs

- |                         |              |
|-------------------------|--------------|
| * OT TR 0 _____         | * TR 0 _____ |
| * TR 0 Bullbaited _____ | * TR 1 _____ |
| * TR 2 _____            | * TR 3 _____ |
| * TR 4 _____            | * TR 5 _____ |
| * TR 6 _____            | * TR 7 _____ |
| * TR 8 _____            | * TR 9 _____ |
| * Mutter TR _____       |              |

X. METER DRILLS

- |              |               |
|--------------|---------------|
| * EM 1 _____ | * EM 6 _____  |
| * EM 2 _____ | * EM 7 _____  |
| * EM 3 _____ | * EM 8 _____  |
| * EM 4 _____ | * EM 9 _____  |
| * EM 5 _____ | * EM 10 _____ |

Y. TAPE 31 August 71 "Grade I" (Taped Session by a Flag Class XII Auditor)

Z. AUDITING TR DRILLS

(HCO B 9 Oct 71 Issue III Level 1 Drills)

- \* TR1000-2 (CCE s 1-4) \_\_\_\_\_
- \* TR1000-4 (CCH 5) \_\_\_\_\_
- \* TR1000-6 (CCH 6) \_\_\_\_\_
- \* TR1000-8 (CCH 7) \_\_\_\_\_
- \* TR1000-10 (CCH 8) \_\_\_\_\_
- \* TR1000-12 (CCH 9) \_\_\_\_\_
- \* TR1000-14 (CCH 10) \_\_\_\_\_
- \* TR1000-15 (Auditor Clearance Process) \_\_\_\_\_
- \* TR1000-16 (Auditor Clearance Process Bullbaited) \_\_\_\_\_
- \* TR1000-17 (PT Body Orientation) \_\_\_\_\_
- \* TR1000-18 (PT Body Orientation Bullbaited) \_\_\_\_\_
- \* TR1000-19 (Locational Process) \_\_\_\_\_
- \* TR1000-20 (Locational Process Bullbaited) \_\_\_\_\_
- \* TR1000-21 (Help Process) \_\_\_\_\_
- \* TR1000-22 (Help Process Bullbaited) \_\_\_\_\_
- \* TR1000-23 (Remedy AL) \_\_\_\_\_
- \* TR1000-24 (Remedy AL Bullbaited) \_\_\_\_\_

- \* TR1000-25 (R2-67) \_\_\_\_\_
- \* TR1000-26 (R2-67 Bullbaited) \_\_\_\_\_
- \* TR1000-27 (3 Part Locational Process) \_\_\_\_\_
- \* TR1000-28 (3 Part Locational Process Bullbaited) \_\_\_\_\_
- \* TR1000-29 (Control Trio) \_\_\_\_\_
- \* TR1000-30 (Control Trio Bullbaited) \_\_\_\_\_
- \* TR1000-31 (Eval (Certainty) (Goals)) \_\_\_\_\_
- \* TR1000-32 (Eval (Certainty) (Goals) Bullbaited) \_\_\_\_\_
- \* TR1000-33 (Locational Havingness) \_\_\_\_\_
- \* TR1000-34 (Locational Havingness Bullbaited) \_\_\_\_\_
- \* TR1000-36 (Opening Procedure SOP 8-C Bullbaited) \_\_\_\_\_
- \* TR1000-38 (S.C.S. Bullbaited) \_\_\_\_\_
- \* TR1000-39 (Connectedness) \_\_\_\_\_
- \* TR1000-40 (Connectedness Bullbaited) \_\_\_\_\_
- \* TR1000-41 (Subjective Connectedness) \_\_\_\_\_
- \* TR1000-42 (Subjective Connectedness Bullbaited) \_\_\_\_\_
- \* TR1000-43 (Permissive Connectedness) \_\_\_\_\_
- \* TR1000-44 (Permissive Connectedness Bullbaited) \_\_\_\_\_
- \* TR1000-46 (Opening Procedure by Duplication  
Bullbaited) \_\_\_\_\_
- \* TR1000-47 (A Help Process) \_\_\_\_\_
- \* TR1000-48 (A Help Process Bullbaited) \_\_\_\_\_
- \* TR1000-49 (5-Way Concept Help) \_\_\_\_\_
- \* TR1000-50 (5-Way Concept Help Bullbaited) \_\_\_\_\_
- \* TR1000-51 (Concept Help O/W) \_\_\_\_\_
- \* TR1000-52 (Concept Help O/W Bullbaited) \_\_\_\_\_
- \* TR1000-53 (2-Way Comm Failed Help) \_\_\_\_\_
- \* TR1000-54 (2-Way Comm Failed Help Bullbaited) \_\_\_\_\_
- \* TR1000-55 (Formula 19) \_\_\_\_\_
- \* TR1000-56 (Formula 19 Bullbaited) \_\_\_\_\_
- \* TR1000-57 (Help O/W) \_\_\_\_\_
- \* TR1000-58 (Help O/W Bullbaited) \_\_\_\_\_
- \* TR1000-59 (5-Way Bracket on Help) \_\_\_\_\_
- \* TR1000-60 (5-Way Bracket on Help Bullbaited) \_\_\_\_\_
- \* TR1000-61 (Running Help on an Item) \_\_\_\_\_
- \* TR1000-62 (Running Help on an Item Bullbaited) \_\_\_\_\_
- \* TR1000-63 (Formula 16) \_\_\_\_\_
- \* TR1000-64 (Formula 16 Bullbaited) \_\_\_\_\_
- \* TR1000-65 (Rudiment 2) \_\_\_\_\_
- \* TR1000-66 (Rudiment 2 Bullbaited) \_\_\_\_\_



- \* TR1000-67 (Formula 20) \_\_\_\_\_
- \* TR1000-68 (Formula 20 Bullbaited) \_\_\_\_\_
- \* TR1000-69 (Locational Problems Process) \_\_\_\_\_
- \* TR1000-70 (Locational Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-71 (Invent Problems Process) \_\_\_\_\_
- \* TR1000-72 (Invent Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-73 (HAS V - Grade I Process) \_\_\_\_\_
- \* TR1000-74 (HAS V - Grade I Process Bullbaited) \_\_\_\_\_
- \* TR1000-75 (Memory PTP - Grade I) \_\_\_\_\_
- \* TR1000-76 (Memory PTP - Grade I Bullbaited) \_\_\_\_\_
- \* TR1000-77 (Problems Process for PTPs) \_\_\_\_\_
- \* TR1000-78 (Problems Process for PTPs Bullbaited) \_\_\_\_\_
- \* TR1000-79 (Problem of Comparable Magnitude) \_\_\_\_\_
- \* TR1000-80 (Problem of Comparable Magnitude Bullbaited) \_\_\_\_\_
- \* TR1000-81 (A Problems Process) \_\_\_\_\_
- \* TR1000-82 (A Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-83 (Routine 1-A Problems Process) \_\_\_\_\_
- \* TR1000-84 (Routine 1-A Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-85 (PAB 58 Problems Process) \_\_\_\_\_
- \* TR1000-86 (PAB 58 Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-87 (R2-20 Use of Problems & Solutions) \_\_\_\_\_
- \* TR1000-88 (R2-20 Use of Problems & Solutions  
Bullbaited) \_\_\_\_\_
- \* TR1000-89 (Solutions to Solutions) \_\_\_\_\_
- \* TR1000-90 (Solutions to Solutions Bullbaited) \_\_\_\_\_
- \* TR1000-91 (Remedy AR Problems Process) \_\_\_\_\_
- \* TR1000-92 (Remedy AR Problems Process Bullbaited) \_\_\_\_\_
- \* TR1000-95 (Triple Grade I) \_\_\_\_\_
- \* TR1000-96 (Triple Grade I Bullbaited) \_\_\_\_\_

ADDITIONS AND CORRECTIONS:

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