

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 26 JANUARY 1972  
ISSUE VI

Remimeo  
Scient Orgs  
Academies  
Level 2  
Students

(HCO P/L 14 Oct 1971 Issue II  
amended re W/C requirements)

SCIENTOLOGY LEVEL 2 STANDARD ACADEMY

CHECKSHEET

(HCA) Hubbard Certified Auditor

THIS COURSE CONTAINS KNOWLEDGE VITAL TO SUCCESSFUL  
LIVING.

PREREQUISITE: Provisional Class 1. (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 two technology.

It covers the technology dealing with contra survival  
acts of commission and omission ("overts" and "witholds").

REQUIREMENTS:

*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/king Student" throughout (Ref:  
HCOB 29 June '71 "Word Clearing Series 7, 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  
understanding and applying correctly what he has learned.

CERTIFICATE:

Completion of this checksheet entitles you to a  
"Provisional Hubbard Certified Auditor 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 the grade flublessly  
you will be awarded your full permanent Hubbard Certified  
Auditor Certificate.

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).

Remember and apply all the study and learning data from your "Student Hat."

\*-rating (star-rating) = 100% knowledge of and understanding and ability to apply.

0-rating (zero-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 to give you full understanding of them.

The checksheet is one time through materials and practical.

Word Clear all items on this checksheet.

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

Your course "twin" attests the starrate (\*) items in the space provided when he has given you a checkout and is sure you understand the data.

We wish you a very successful course.

START.

	WORD CLEARED	CHECKED OUT
<b>A. <u>ORIENTATION SECTION</u></b>		
* HCO PL 15 Jun 70	Keeping Scientology Working	_____
* HCO PL 17 Jun 70	Technical Degrades	_____
* HCO PL 16 Apr 65	Hidden Data Line	_____
* HCO PL 31 May 68	Auditors	_____
<b>B. <u>POINT SYSTEM</u></b>		
HCO PL 25 Oct 70	Study Statistics	_____
<b>C. <u>BOOKS</u> - to be read by end of theory section.</b>		
	Scientology A New Slant on Life	_____
	Book of Case Remedies	_____
<b>D. <u>CLAY DEMONSTRATIONS</u></b>		
	From New Slant on Life	
	2 Rules for happy living (pg 23)	_____
	What is confront (Pg 85)	_____

E.

\* HCO B 25 Jun 70 Expanded Lower Grades /  
Chart of Abilities Gained  
and Lost (Level II only) \_\_\_\_\_

F. CODES

HCO PL 14 Oct 68 Auditors Code AD 18 \_\_\_\_\_  
HCO PL 2 Nov 68 Auditors Code AD 18  
Addition \_\_\_\_\_

G. GENERAL COURSE DATA

HCO PL 27 May 65 Processing \_\_\_\_\_  
HCO PL 1 Jul 65 Ethics Chits \_\_\_\_\_  
HCO B 27 Sep 66 The Anti-Social  
Personality \_\_\_\_\_  
HCO PL 7 May 69 Policy on Sources of  
Trouble \_\_\_\_\_

H. E-METER DATA

HCO B 16 Nov 65 E-Meter Sensitivity  
Setting... \_\_\_\_\_

I. TA

HCO B 24 Jul 64 TA Counters, Use Of \_\_\_\_\_

J. F/N DATA

HCO B 11 Feb 66 Free Needles & How to  
get them on a Pc \_\_\_\_\_  
\* HCO B 20 Feb 70 Floating Needles and  
End Phenomena \_\_\_\_\_  
HCO B 14 Mar 71 F/N Everything \_\_\_\_\_

K. STYLES OF AUDITING

HCO B 21 Feb 66 Definition Processes \_\_\_\_\_  
HCO B 6 Nov 64 Styles of Auditing  
(Level 2 only) \_\_\_\_\_

L. ACKNOWLEDGEMENTS

HCO B 12 Nov 59 Acknowledgements  
in Auditing \_\_\_\_\_

M. P.C. DATA

HCO B 14 Jan 63 Rings Causing Rockslams \_\_\_\_\_  
HCO B 30 Apr 69 Auditor Trust \_\_\_\_\_

N. AUDITOR MUST NOTS

HCO B 7 Apr 64 All Levels Q & A \_\_\_\_\_  
HCO B 24 Aug 64 Session Must Nots \_\_\_\_\_  
HCO B 12 Feb 66 Dangerous Auditor \_\_\_\_\_  
HCO B 17 May 69 TRs and Dirty Needles \_\_\_\_\_  
HCO B 29 Mar 70 Auditing and Ethics \_\_\_\_\_

O. TAPES

15 Oct 62	Types of Witholds	_____	_____
16 Jan 62	The Nature of Witholds	_____	_____
* 20 Feb 62	What is a Withold	_____	_____
* 3 Apr 62	The Overt Motivator Sequence	_____	_____
* 22 May 62	Missed Witholds	_____	_____
* 1 Nov 62	The Missed Missed Withold	_____	_____
16 Jun 64	Comm Overts & Responsibility	_____	_____
30 Jun 64	Cause Level	_____	_____
2 Jul 64	O/W Modernised & Revised	_____	_____

P. THEORY OF O/W

* HCO B 23 Dec AD9	Responsibility	_____	_____
* HCO B 31 Dec AD9	Blow Offs	_____	_____
* HCO B 13 Dec 61	Varying Sec Check Questions	_____	_____
* HCO B 4 Jan 62	Security Checking Fundamentals	_____	_____
* HCO B 8 Feb 62	Urgent - Missed Witholds	_____	_____
* HCO B 12 Feb 62	How to Clear Witholds & Missed Witholds	_____	_____
* HCO B 22 Feb 62	Witholds Missed & Partial	_____	_____
* HCO B 3 May 62	Missed Withold Handling	_____	_____
HCO B 29 Mar 63	Summary of Security Checking	_____	_____
* HCO B 23 Jul 63	Auditing Rundown : Missed Witholds	_____	_____
HCO B 10 Jul 64	Overts : Order of Effectiveness in Processing	_____	_____
* HCO B 12 Jul 64	More on O/Ws	_____	_____
* HCO B 8 Sep 64	Overts, What Lies Behind Them	_____	_____
* HCO B 5 Mar 65	Book of Case Remedies	_____	_____
* HCO B 4 Apr AD15	ARC Breaks & Missed Witholds	_____	_____
* HCO B 29 Sep 65	The Continuing Overt Act	_____	_____
* HCO B 20 May '68	Overt Motivator Sequence	_____	_____
HCO B 26 Aug 68	Sec Checking Abolished	_____	_____
* HCO B 6 Jun 69	Prediction & Consequences	_____	_____
* HCO B 31 Jan 70	Witholds, Other Peoples	_____	_____
HCO B 28 Nov 70	Psychosis	_____	_____

Q. PROCESSES FOR LEVEL II \*Starrate section\*

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

Worry Process -			
HCO B 5 Jan 61	O/W a Limited Theory	_____	_____

HAS VIII - HCO B 19 Jan 61	Additional HAS Processes	_____	_____
Confront Process - HCO B 4 May 59	An Affinity Process	_____	_____
Continuous Confront Processes - HCO B 14 Jul 60	Concept Help	_____	_____
Melbourne 3/4 - HCO B 4 Dec 59	Allowed Processes 1st Melbourne ACC	_____	_____
ARC Process - HCO B 29 Dec 60	The New PE & the New HAS Co-Audit	_____	_____
'55 ARC Process - Book: Dianetics '55 pg 142	ARC Processing	_____	_____
View Point ARC Straight Wire - Book: Creation of Human Ability Pg 65 R2-25		_____	_____
HAS Co-Audit Process II - HCO B 29 Dec 60	The New PE & The New HAS Co-audit	_____	_____
Lie Process - PAB 46 8 Feb 55		_____	_____
Criticism Straight Wire - HCO B 13 Oct 65	A Useful Process	_____	_____
General & Selected Overt ST Wire - HCO B 3 Feb 59	HGC Allowed Current Procedure	_____	_____
O/W Straight Wire - HCO B 11 Jun 59	Location of Terminals	_____	_____
Universe O/W Straight Wire - HCO B 5 Oct 59	Universe Processes	_____	_____
Know to Mystery Straight Wire - HCO B 13 Oct 59	A Useful Process	_____	_____
Formula 19 - HCO B 16 Feb 61	Formula 19	_____	_____
O/W Process This Lifetime - HCO B 10 Jun 64	Overts Order of Effectiveness in Processing	_____	_____
O/W Process on Self - HCO B 2 Feb 60	The Co-audit Team	_____	_____
The Best Responsibility Process - HCO B 4 Feb 60	Theory of Responsibility Processing	_____	_____
Dynamic O/W Straight Wire - HCO B 10 Feb 59		_____	_____
Regimen 6 O/W - HCO B 6 Oct 60	New Pre-sessions	_____	_____
O/W Process on Problem Persons - HCO B 14 Apr 59	New PE Data	_____	_____
Revelation Process XI - HCO B 8 Mar 62	The Bad Auditor	_____	_____

Revelation Process X2 - HCO B 15 Mar 62	Suppressors	_____	_____
O/W Flows Process - HCO B 25 Jan 62	Flow Process	_____	_____
Locational Responsibility - Book: Scientology Clear Procedure Issue I Pg 22		_____	_____
Responsibility Process - HCO B 16 Dec 59	Important	_____	_____
Cause Withhold Process - HCO B 28 Jan 60	The Key to all Cases Responsibility	_____	_____
Withhold Process - HCO B 14 Jul 60	Concept Help	_____	_____
Level II Triple & Havingness - HCO B 17 Jun 70	Various 0-IV Processes Pg 32	_____	_____
R.	<u>MODEL SESSION</u>		
HCO B 18 Nov 68	Model Session 0 - II	_____	_____
S.	<u>CLAY DEMOS</u>		
*	Demonstrate Overt	_____	_____
*	Demonstrate Motivator	_____	_____
*	Demonstrate False Overt	_____	_____
*	Demonstrate False Motivator	_____	_____
*	Demonstrate Responsibility	_____	_____
*	Demonstrate why Overters prevent a person from making Case Gain.	_____	_____
*	Demonstrate the cycle of misunderstood, Overt, Blowing and show how Auditing could prevent this cycle from completing.	_____	_____
*	Demonstrate a generality	_____	_____
*	Demonstrate what happens when you miss a read	_____	_____
*	Demonstrate what happens when you clean a clean	_____	_____
*	Demonstrate a Withhold	_____	_____
*	Demonstrate a missed Withhold & related phenomena	_____	_____
T.	<u>REHAB SECTION</u>		
HCO B 18 Jun 65	Clear & OT Behaviour	_____	_____
HCO B 28 Jun AD15	Releases, Different Kinds	_____	_____
* HCO B 30 Jun 65	Release Rehabilitation of former Releases & Thetan Exteriors	_____	_____
HCO B 12 Jul 65	States of Being Attained by Processing. Types of Releases	_____	_____
* HCO B 21 Jul AD15	Release Rehabilitation	_____	_____
* HCO B 2 Aug 65	Release Goofs	_____	_____
HCO B 5 Aug 65	Release Stages	_____	_____
* HCO B 22 Sep 65	Release Gradation - New Levels of Release	_____	_____

- \* HCO B 27 Sep 65 Release Gradation  
Additional Data \_\_\_\_\_
- \* HCO B 21 Oct 65 Release Rehabilitation \_\_\_\_\_
- \* HCO B 7 Nov 65 Release Rehabilitation  
Error \_\_\_\_\_
- \* HCO B 26 Nov 65 Information on  
Rehabilitation \_\_\_\_\_
- \* HCO PL 10 Feb 66 Tech Recovery \_\_\_\_\_
- \* HCO B 11 Feb 66 Free Needles, How to  
get them on a Pc \_\_\_\_\_
- \* HCO B 20 Sep 66 Minus Scale Releases -  
ARC St Wire \_\_\_\_\_
- \* HCO B 18 Nov 66 Rehabs of Self Analysis \_\_\_\_\_
- \* HCO B 4 Dec 68 Release - Rehabilitation  
of \_\_\_\_\_
- HCO B 15 Aug 71 TR Course Bugs Handling \_\_\_\_\_

Clay Demo: Demonstrate Rehab procedure  
in clay. \_\_\_\_\_

U. PREPCHECK DATA

- \* HCO B 14 Aug AD14 Prepcheck Buttons \_\_\_\_\_
- \* HCO B 9 Sep AD13 Repetitive Rudiments  
& Repetitive Prepchecking \_\_\_\_\_
- \* HCO B 8 Apr 70 More on Prepchecks \_\_\_\_\_

V. THEORY RE PRACTICAL

- HCO B 17 Apr 61 Training Drills Modernized \_\_\_\_\_
- HCO B 1 Oct 65 Mutter TR  
(Revised August 71) \_\_\_\_\_

W. TRs \*Starrate Section\*

- \* OT TR 0 \_\_\_\_\_ \* TR 2 \_\_\_\_\_
- \* TR 0 \_\_\_\_\_ \* TR 3 \_\_\_\_\_
- \* TR 0 Bullbaited \_\_\_\_\_ \* TR 4 \_\_\_\_\_
- \* TR 1 \_\_\_\_\_ \* Mutter TR \_\_\_\_\_

X. METERING

- HCO B 23 Nov 61 Meter Reading \_\_\_\_\_
  - HCO B 25 May 62 E-Meter - Instant Reads \_\_\_\_\_
  - HCO B 21 Jul 62 Urgent Instant Reads \_\_\_\_\_
  - HCO B 10 Dec 65 E Meter Drill Coaching \_\_\_\_\_
- Book of E-Meter Drills

METER DRILLS:

- \* 1. \_\_\_\_\_ \* 8. \_\_\_\_\_ \*15. \_\_\_\_\_
- \* 2. \_\_\_\_\_ \* 9. \_\_\_\_\_ \*16. \_\_\_\_\_
- 3. \_\_\_\_\_ \*10. \_\_\_\_\_ \*17. \_\_\_\_\_
- \* 4. \_\_\_\_\_ \*11. \_\_\_\_\_ \*18. \_\_\_\_\_
- \* 5. \_\_\_\_\_ \*12. \_\_\_\_\_ \*19. \_\_\_\_\_
- \* 6. \_\_\_\_\_ \*13. \_\_\_\_\_ \*20. \_\_\_\_\_
- \* 7. \_\_\_\_\_ \*14. \_\_\_\_\_ \*21. \_\_\_\_\_
- \_\_\_\_\_ \*22. \_\_\_\_\_

- Y. TAPE 3 Sept 71 "Grade II"  
(Taped Session by a Flag Class XII Auditor)
  
- Z. PROCESSING TR DRILLS  
(for PC's on Grade 1)
  - \* TR2000-71 (Prepcheck)
  - \* TR2000-72 (Prepcheck Bullbaited)
  - \* TR2000-73 (Problems Intensive)
  - \* TR2000-74 (Problems Intensive Bullbaited)
  
- AA. GRADE II SKILLS - TR DRILLS
  - \* TR2000-1 (Unconfident Auditor)
  - \* TR2000-2 (Unconfident Auditor Bullbaited)
  - \* TR2000-3 (Rehab Old Style - 65)
  - \* TR2000-4 (Rehab Old Style - 65 Bullbaited)
  - \* TR2000-5 (Rehab by Counting)
  - \* TR2000-6 (Rehab by Counting Bullbaited)
- GRADE II PROCESSING DRILLS
  - \* TR2000-7 (Worry Process)
  - \* TR2000-8 (Worry Process Bullbaited)
  - \* TR2000-9 (Additional HAS Process)
  - \* TR2000-10 (Additional HAS Process Bullbaited)
  - \* TR2000-11 (Confront Process)
  - \* TR2000-12 (Confront Process Bullbaited)
  - \* TR2000-13 (Continuous Confront Process)
  - \* TR2000-14 (Continuous Confront Process Bullbaited)
  - \* TR2000-15 (Melbourne 3)
  - \* TR2000-16 (Melbourne 3 Bullbaited)
  - \* TR2000-17 (29 Dec 60 ARC Process)
  - \* TR2000-18 (29 Dec 60 ARC Process Bullbaited)
  - \* TR2000-19 ('55 ARC Process)
  - \* TR2000-20 ('55 ARC Process Bullbaited)
  - \* TR2000-21 (R2-25 Viewpoint ARC St Wire)
  - \* TR2000-22 (R2-25 Viewpoint ARC St Wire Bullbaited)
  - \* TR2000-23 (Melbourne 4)
  - \* TR2000-24 (Melbourne 4 Bullbaited)
  - \* TR2000-25 (HAS Co-Audit Process No. 2)
  - \* TR2000-26 (HAS Co-Audit Process No. 2 Bullbaited)
  - \* TR2000-27 (Lie Process)
  - \* TR2000-28 (Lie Process Bullbaited)
  - \* TR2000-29 (Criticism St. Wire)
  - \* TR2000-30 (Criticism St. Wire Bullbaited)



- \* TR2000-31 (Selected Person Overt S/W) \_\_\_\_\_
- \* TR2000-32 (Selected Person Overt S/W  
Bullbaited) \_\_\_\_\_
- \* TR2000-33 (General Overts Straightwire) \_\_\_\_\_
- \* TR2000-34 (General Overts Straightwire  
Bullbaited) \_\_\_\_\_
- \* TR2000-35 (Overts/Witholds S/W) \_\_\_\_\_
- \* TR2000-36 (Overts/Witholds S/W Bullbaited) \_\_\_\_\_
- \* TR2000-37 (Universe O/W S/W) \_\_\_\_\_
- \* TR2000-38 (Universe O/W S/W Bullbaited) \_\_\_\_\_
- \* TR2000-39 (Know to Mystery S/W) \_\_\_\_\_
- \* TR2000-40 (Know to Mystery S/W Bullbaited) \_\_\_\_\_
- \* TR2000-41 (Formula 19) \_\_\_\_\_
- \* TR2000-42 (Formula 19 Bullbaited) \_\_\_\_\_
- \* TR2000-43 (O/W Process This Lifetime) \_\_\_\_\_
- \* TR2000-44 (O/W Process This Lifetime Bullbaited) \_\_\_\_\_
- \* TR2000-45 (O/W Process on Self) \_\_\_\_\_
- \* TR2000-46 (O/W Process on Self Bullbaited) \_\_\_\_\_
- \* TR2000-47 (Best Responsibility Process) \_\_\_\_\_
- \* TR2000-48 (Best Responsibility Process Bullbaited) \_\_\_\_\_
- \* TR2000-49 (Dynamic O/W S/W) \_\_\_\_\_
- \* TR2000-50 (Dynamic O/W S/W Bullbaited) \_\_\_\_\_
- \* TR2000-51 (Regimen 6 O/W) \_\_\_\_\_
- \* TR2000-52 (Regimen 6 O/W Bullbaited) \_\_\_\_\_
- \* TR2000-53 (O/W Process on Problems Persons) \_\_\_\_\_
- \* TR2000-54 (O/W Process on Problems Persons  
Bullbaited) \_\_\_\_\_
- \* TR2000-55 (Revelation Process XI) \_\_\_\_\_
- \* TR2000-56 (Revelation Process XI Bullbaited) \_\_\_\_\_
- \* TR2000-57 (Revelation Process X2) \_\_\_\_\_
- \* TR2000-58 (Revelation Process X2 Bullbaited) \_\_\_\_\_
- \* TR2000-59 (O/W Flows Process) \_\_\_\_\_
- \* TR2000-60 (O/W Flows Process Bullbaited) \_\_\_\_\_
- \* TR2000-61 (Locational Responsibility) \_\_\_\_\_
- \* TR200Q-62 (Locational Responsibility Bullbaited) \_\_\_\_\_
- \* TR2000-63 (Responsibility Process) \_\_\_\_\_
- \* TR2000-64 (Responsibility Process Bullbaited) \_\_\_\_\_
- \* TR2000-65 (Cause Withold Process) \_\_\_\_\_
- \* TR2000-66 (Cause Withold Process Bullbaited) \_\_\_\_\_
- \* TR2000-67 (Withold Process) \_\_\_\_\_
- \* TR2000-68 (Withold Process Bullbaited) \_\_\_\_\_
- \* TR2000-69 (Grade II Triples) \_\_\_\_\_
- \* TR2000-70 (Grade II Triples Bullbaited) \_\_\_\_\_



SUCCESS:

Passes Success questions and Success Story written.

Success Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Student routed to Registrar to sign up for "Class Three" Course.

REGISTRAR:

Student signed up for "Class Three" Course and routed on standard routing form.

Registrar: \_\_\_\_\_ Date: \_\_\_\_\_

Training & Services Aide

for

L. RON HUBBARD  
FOUNDER

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