

BOARD POLICY LETTER

Remimeo

12 APRIL 1972RA - 1RB
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3RD REVISION 22 NOV 76
4TH REVISION 27 MAR 77

THE STUDENT HAT CHECKSHEET

FOR STUDENTS WHO ARE NOT ON

PRIMARY RD OR PRIMARY CORRECTION RD

PREREQUISITES: None (but M-1 word clearing recommended).

STUDENTS NAME _____

DATE STARTED _____

ORG _____

DATE COMPLETED _____

COURSE LENGTH: This course is estimated to take not more than 1 week of full time study or 3 weeks part time.

GLOSSARY: Use the Scientology Dictionary, Tech Dictionary and the glossary of terms at the back of your study pack for definitions of Scientology words and abbreviations.

POINTS SYSTEM: BPL 17 May 71RC "Study Points and Conditions" in reference section of the course pack gives the system for measuring speed of progress through this course.

SEQUENCE: This checksheet is done in the sequence given once through, all items starrated. Supervisor MUST use M4 on any slows as often as required on the individual student.

PRODUCT: The product of this course is a student who has a good working knowledge of study tech.

CERTIFICATE: The graduate of this course is awarded the certificate of HUBBARD GRADUATE OF STUDY TECH.

NOTE: Completion of this checksheet does not entitle the student to superliterate status which is granted only on full completion of Primary RD or Primary Correction RD.

In studying the materials of this course be very, very certain you never go past a word you do not fully understand.

The only reason a person gives up a study or becomes confused or unable to learn is that he or she has gone past a word or phrase that was not understood.

If the material becomes confusing or you can't seem to grasp it, there will be a word just earlier that you have not understood. Don't go any further, but go back to BEFORE you got into trouble, find the misunderstood word and get it defined.

SECTION 0 - INTRODUCTION

- | | | | | | |
|----|------------------|---------------------|-------|-------|-------|
| 1. | HCO PL 7 Feb 65 | KEEPING SCIENTOLOGY | _____ | _____ | _____ |
| | Reiss 15 Jun 70 | WORKING | _____ | _____ | _____ |
| 2. | HCO PL 17 Jun 70 | TECHNICAL DEGRADES | _____ | _____ | _____ |
| 3. | | | _____ | _____ | _____ |
| 4. | | | _____ | _____ | _____ |

SECTION I - BASIC STUDY DATA

1. Look up in a good dictionary all meanings of the following words and use them in sentences.

WORD (See Scn Tech Dictionary)

UNDERSTOOD WORD	_____	_____	_____
NOT UNDERSTOOD WORD	_____	_____	_____
MISUNDERSTOOD WORD	_____	_____	_____

- | | | | | | |
|-----|-------------------|--|-------|-------|-------|
| 2. | HCO B 25 Jun 71R | BARRIERS TO STUDY | _____ | _____ | _____ |
| 3. | ESSAY: | The three different barriers to study and the symptoms for each barrier. | _____ | _____ | _____ |
| 4. | HCO B 11 Oct 67 | CLAY TABLE TRAINING | _____ | _____ | _____ |
| 5. | CLAY DEMO: | Do a clay demo of a pencil to a pass by your Supervisor. | _____ | _____ | _____ |
| 6. | ESSAY: | On the purpose of clay demos. | _____ | _____ | _____ |
| 7. | HCO PL 24 Sep 64 | INSTRUCTION AND EXAMINATION: RAISING THE STANDARD OF | _____ | _____ | _____ |
| 8. | HCO PL 4 Oct 64 | THEORY CHECKOUT DATA | _____ | _____ | _____ |
| 9. | DEMO: | Show your Supervisor how you would demonstrate what you are studying. | _____ | _____ | _____ |
| 10. | HCO B 31 Aug 71R | CONFUSED IDEAS | _____ | _____ | _____ |
| 11. | DEMO: | Using your demo kit, demonstrate that it is always true that a misunderstood word exists at the bottom of a confused idea. | _____ | _____ | _____ |
| 12. | B.T.B. 7 Feb 72RA | METHOD 3 WORD CLEARING | _____ | _____ | _____ |
| 13. | DEMO: | Demonstrate to the Course Super how to do Method 3 Word Clearing. | _____ | _____ | _____ |
| 14. | B.T.B. 4 Sep 71R | HOW TO USE A DICTIONARY | _____ | _____ | _____ |
| | W/C Ser 22R | | _____ | _____ | _____ |
| 15. | | | _____ | _____ | _____ |
| 16. | | | _____ | _____ | _____ |

SECTION 2 - USE OF TAPE RECORDERS

- | | | | | | |
|----|-------------------|---|-------|-------|-------|
| 1. | B.T.B. 22 Nov 71 | TAPE PLAYERS - DESCRIPTION AND CARE | _____ | _____ | _____ |
| 2. | B.T.B. 25 Nov 71R | SETTING UP AND USING A TAPE PLAYER | _____ | _____ | _____ |
| 3. | DEMO: | How to set up and use the Tape Player in the course-room you will be using. | _____ | _____ | _____ |
| 4. | B.T.B. 26 Nov 71R | HANDLING MISUNDERSTOOD WORDS ON TAPE RECORDED MATERIALS | _____ | _____ | _____ |
| 5. | | | _____ | _____ | _____ |
| 6. | | | _____ | _____ | _____ |

TAPE SECTION

STUDY TAPE 1 (Note: Supervisor checks student out on each of the study tapes.)

- *1. TAPE: 18 Jun 65 STUDY - AN INTRODUCTION
- 2. DEMO: The foundation in auditing is study - the ability to learn.
- 3. CLAY DEMO: How technology gets lost.
- 4. DEMO: "Willingness to know" is the first gate to study that has to be opened.

STUDY TAPE 2

- *1. TAPE: 9 Jul 64 DATA ASSIMILATION
- 2. DRILL: Give different examples of nomenclatures for different subjects.
- 3. DRILL: Get a book on a subject that you have not studied before. Take a page of material and look it over for words you don't instantly understand. Circle each one of those words or make a list of each one of those words and look up and study their definitions. Now tackle the subject matter and see how you understand the page of data and the subject this far.
- 4. CLAY DEMO: The relation of study to application.

STUDY TAPE 3

- *1. TAPE: 4 Aug 64 A SUMMARY OF STUDY
- 2. ESSAY: Why should the doingness and mass of a subject be current, applicable and useful?
- 3. DEMO: Mass and doingness must be added to significance in study.
- 4. DEMO: A study which involves all mass and doingness and no significance will fail.

STUDY TAPE 4

- *1. TAPE: 6 Aug 64 GRADIENTS AND NOMENCLATURE
- 2. DEMO: Gradient Scales
- 3. DRILL: Give examples of how a word or phrase can be inadequate by (a) being inexplicit (b) omitting data (c) accidentally depriving one of the information.
- 4. DEMO: Skipped gradient.
- 5. ESSAY: What happens when you start in too high on a gradient in the study of a subject.

STUDY TAPE 5

- *1. TAPE: 11 Aug 64 STUDY - EVALUATION OF INFORMATION
- 2. CLAY DEMO: In study, understanding is a substitute for mass.

- 3. ESSAY: What happens when you start in too high on a gradient in the study of a subject.

STUDY TAPE 6

- *1. TAPE: 13 Aug 64 **STUDY AND EDUCATION**
- 2. DEMO: Education should be in the direction of accomplishing certain actions professionally.
- 3. ESSAY: The number of opportunities to fail are directly proportional to the length of the approach.
- 4. DEMO: The misunderstood word is the most important study data.

STUDY TAPE 7

- *1. TAPE: 22 Sep 64 **A REVIEW OF STUDY**
- 2. DEMO: What has "modern education" got to do with the decline of someone's IQ.
- 3. ESSAY: The continuation of a culture is entirely dependent upon possessing a technology of study.

STUDY TAPE 8

- *1. TAPE: 18 Aug 66 **STUDY AND INTENTION**
- 2. DEMO: How would you recognize a suppressive rendition of a subject?
- 3. CLAY DEMO: Study and Intention.
- 4. DEMO: The difference between practical and academic study.

SECTION 3 - CHECKOUTS AND COACHING

Each item in this section is checked out on the student by the Course Supervisor.

- 1. B.P.L. 18 Oct 76 **URGENT-IMPORTANT SUCCESSFUL NEW TRAINING LINE UP**
- 2. B.T.B. 26 Jul 63 **COACHING THEORY MATERIALS**
- 3. HCO PL 24 Sep 64 **INSTRUCTION AND EXAMINATION**
- 4. HCO PL 4 Oct 64 **THEORY CHECKOUT DATA**
- 5. B.P.L. 16 Mar 65 **FURTHER MATERIAL ON STUDY**
- 6. HCO PL 26 Aug 65 **SCIENTOLOGY TRAINING - TWIN CHECKOUTS**
- 7. HCO B 24 May 68 **COACHING**
- 8. B.P.L. 27 Sep 63RA **PINK SHEETS**
- 9. B.P.L. 3 Mar 71 **STARRATE OUTPOINTS**
- 10. HCO PL 4 Mar 71 **HOW TO DO THEORY CHECKOUTS AND EXAMINATIONS**
- 11. B.T.B. 16 Mar 71 **STUDENT AND COURSE MORALE**

12. **PRACTICAL:** Course Supervisor selects an HCOB or PL. The student acts as the twin of the Supervisor and checks out the Supervisor on that issue using full checkout tech. The Supervisor must be very tough on this by flunking the student immediately on any violation of procedure. The student is warned that the Supervisor may throw in any wrong answers etc which must be flunked by the student. The thoroughness of this drill establishes the student's subsequent competence as a twin.

13.
14.

ALL SUBSEQUENT SECTIONS OF THIS CHECKSHEET ARE STARRATE CHECKED OUT ON THE STUDENT BY HIS TWIN.

SECTION 4 - DEMONSTRATION

1. HCO B 10 Dec 70 CLAY TABLE WORK IN TRAINING
2. B.P.L. 15 Apr 72R DEMONSTRATION
3. DEMO: Using your Demo Kit demonstrate the following to your twin. (NOTE: The pieces can be moved around while demonstrating with a demo kit.)
The effect of not demonstrating while studying.
What you would do if you were confused by an HCOB.
4. How you relate data to life while studying.
- 5.

SECTION 5 - STUDY BASICS

1. HCO B 21 Sep 70 STUDY DEFINITIONS
2. HCO B 2 Jun 71 CONFRONTING.
3. CLAY DEMO: The purpose of study.
4. CLAY DEMO: The relation of confront to study ability.
5. B.T.B. 31 Oct 70 STUDENTS AND DURESS
6. B.P.L. 27 Jul 69R WHAT IS A CHECKSHEET
7. B.T.B. 4 Mar 65 STUDY MATERIALS
8. CLAY DEMO: What happens if a student studies over a fixed idea.
9. CLAY DEMO: How a student relates written data to life.
10. CLAY DEMO: What happens if one fails to define misunderstood words.
11. CLAY DEMO: The application of Graident Scales to study.
12. HCO B 25 Jun 71 BARRIERS TO STUDY
13. DEMO: The principle of the balance of Mass and Significance in study.
14. DEMO: What happens when a student bypasses a misunderstood word, exact phenomena from beginning to end.

- 15. ESSAY: Write an essay on how the barriers to study would apply to aspects of life other than just on study courses.
- 16. HCO B 19 Sep 69 STUDY SLOWNESS
- 17. HCO B 19 Mar 65 WORDS, MISUNDERSTOOD GOOFS
- 18.
- 19.

SECTION 6 - STUDENT USE OF WORD CLEARING

- 1. B.T.B. 23 Jun 71 THE SECRET OF FAST COURSES
- 2. HCO B 24 Jun 71 WORD CLEARING
- 3. B.T.B. 16 Dec 73 WORD CLEARING ERRORS
- 4. HCO B 1 Jul 71 THE THREE TYPES OF WORD CLEARING
- 5. HCO B 31 Aug 71 CONFUSED IDEAS
- 6. CLAY DEMO: How confused ideas result from misunderstood words.
- 7. HCO B 4 Sep 71 SIMPLE WORDS
- 8. B.T.B. 7 Feb 72RA METHOD 3 WORD CLEARING
- 9. HCO B 22 Feb 72 WORD CLEARING SERIES
Rev 26 Mar 72
- 10. CLAY DEMO: The exact procedure of using M3 word clearing on your twin.
- 11.
- 12.

SECTION 7 - THE LEARNING DRILLS

- 1. TAPE: 24 Jan 62 TRAINING AND DUPLICATION
- 2. DEMO: The relationship of speed of duplication to speed of understanding.
- 3. DRILL: Do duplication drills using "Christmas comes one a year" and "The day begins at midnight".
- 4. DEMO: The cycle of non-duplication, ability to duplicate, ability to comprehend, ability to observe and make a judgement.
- 5. ESSAY: What it means to "make it your data".
- 6. B.T.B. 14 Sep 69 LEARNING PROCESSES - EDUCATION BY EVALUATION OF IMPORTANCE
- 7. B.T.B. 14 Sep 69 LEARNING PROCESSES - EDUCATION BY DUPLICATION AND REPETITION
- 8. B.T.B. 10 Dec 70 THE LEARNING DRILL
- 9. PRACTICAL: Do the Learning Drill to end phenomena per above B.T.B.
- 10.
- 11.

SECTION 8 - STUDENT REGULATIONS AND ETHICS

- 1. HCO PL 19 Apr 65 ETHICS TRAINING AND PROCESSING REGULATIONS

- | | | | | | |
|-----|---|---|-------|-------|-------|
| 2. | HCO PL 29 Apr 65 | ETHICS - REVIEW | _____ | _____ | _____ |
| 3. | HCO PL 16 May 65 | TECH DIV ACADEMY COURSES | _____ | _____ | _____ |
| 4. | HCO PL 12 Sep 65 | E-METER AND BOOKS FOR
ACADEMY STUDENTS | _____ | _____ | _____ |
| 5. | HCO PL 15 Dec 65 | STUDENTS GUIDE TO
ACCEPTABLE BEHAVIOR | _____ | _____ | _____ |
| 6. | HCO PL 29 Jun 66 | KEEP ACADEMY CHECKSHEETS
UP TO DATE | _____ | _____ | _____ |
| 7. | HCO PL 12 Oct 66 | EXAMINATIONS | _____ | _____ | _____ |
| 8. | HCO PL 19 Oct 68 | "When a Student..." | _____ | _____ | _____ |
| 9. | B.P.L. 18 Mar 71R | STUDENTS WEEKLY REPORTS
TO RON | _____ | _____ | _____ |
| 10. | Sample copy of Students Weekly Report. | | _____ | _____ | _____ |
| 11. | HCO PL 4 Apr 72R
Rev 7.4.72 | ETHICS AND STUDY TECH | _____ | _____ | _____ |
| 12. | <u>CLAY DEMO</u> : The purpose of Ethics in relation
to study tech and how that purpose is achieved. | | _____ | _____ | _____ |
| 13. | | | _____ | _____ | _____ |
| 14. | | | _____ | _____ | _____ |

SECTION 9 - KEEPING SCIENTOLOGY WORKING

- | | | | | | |
|-----|---|----------------------------------|-------|-------|-------|
| 1. | HCO PL 7 Feb 65
Reiss 15.6.70 | KEEPING SCIENTOLOGY
WORKING | _____ | _____ | _____ |
| 2. | <u>CLAY DEMO</u> : How the ten points of Keeping
Scientology Working apply to study tech. | | _____ | _____ | _____ |
| 3. | HCO PL 14 Feb 65 | SAFEGUARDING TECHNOLOGY | _____ | _____ | _____ |
| 4. | HCO PL 16 Apr 65 | THE HIDDEN DATA LINE | _____ | _____ | _____ |
| 5. | <u>CLAY DEMO</u> : Why a student should never accept
verbal data from another student or Supervisor. | | _____ | _____ | _____ |
| 6. | HCO PL 22 Nov 67 | OUT-TECH | _____ | _____ | _____ |
| 7. | B.P.L. 20 Nov 70R | THE STUDENT RABBLE ROUSE
LINE | _____ | _____ | _____ |
| 8. | <u>ESSAY</u> : Write an essay on the actions you
would take as a student if you found any tech
degrades or course outnesses on any course you
were on. | | _____ | _____ | _____ |
| 9. | | | _____ | _____ | _____ |
| 10. | | | _____ | _____ | _____ |

SECTION 10 - REFERENCE MATERIALS AND GLOSSARIES

(NOTE: These materials are for reference only. Refer to these glossaries for meanings of Scientology terms and abbreviations.)

- | | | | | | |
|----|----------------------|--|-------|-------|-------|
| 1. | B.P.L. 17 May 71RC | STUDY POINTS AND
CONDITIONS | _____ | _____ | _____ |
| 2. | B.P.L. 17 May 71RC-1 | ADDITIONS | _____ | _____ | _____ |
| 3. | B.P.L. 17 May 71RC-3 | STUDENT POINTS ADDITION
OF 16 May 76 | _____ | _____ | _____ |
| 4. | HCO PL 22 May 59 | POLICY LETTER AND DIS-
TRIBUTION CODE | _____ | _____ | _____ |
| 5. | B.P.L. 14 Apr 69R | BULLETIN AND POLICY
LETTER DISTRIBUTION | _____ | _____ | _____ |

- 6. HCO B 23 Aug 65 ABBREVIATIONS AND SYMBOLS OF DIANETICS AND SCIENTOLOGY
- 7. HCO B 21 Sep 70 STUDY DEFINITIONS
- 8. B.T.B. 12 Apr 72R FURTHER DEFINITIONS OF SCIENTOLOGY TERMS CONTAINED IN THE STUDENT HAT AND NOT ELSEWHERE DEFINED

NOTE: The Scientology Abridged Dictionary and Technical Dictionary are considered part of this glossary section although not bound into the Student Hat pack (Student must purchase his own copy).

I attest that I have completed all the requirements of the Student Hat, I do not have any misunderstands on the materials and that I know and can apply study tech.

STUDENT _____ DATE: _____

I attest that Student has met the requirements of the Student Hat, that he/she has been M4 meter checked and had no misunderstands on the materials and knows and does apply study tech.

SUPERVISOR _____ DATE: _____

Student has passed 100% written examination on the materials of the Student Hat.

STUDENT EXAMINER _____ DATE: _____

STUDENT HAS MET ALL THE REQUIREMENTS FOR COMPLETION OF THIS COURSE AND IS AWARDED THE CERTIFICATE OF HUBBARD GRADUATE OF STUDY TECH.

DIR C & A _____ DATE: _____

END OF CHECKSHEET

SECTION 10 - REFERENCE MATERIALS AND GLOSSARIES

(NOTE: These materials are for reference only. Refer to these glossaries for meanings of Scientology terms and abbreviations.)

Revised by
 Julie Gillespie
 Training and Services Aide
 Approved by
 The Guardian Worldwide
 FB Ad Council
 FB Exec Council
 Commodore's Staff Aides
 Senior LRH Comm Flag
 A/FFRs and
 The Board of Issues
 Re-Revised by Tr & Ser Aide
 Authorized by AVU
 for the
 BOARDS OF DIRECTORS
 of the
 CHURCHES OF SCIENTOLOGY

7. HCO B 21 Sep 70
8. B.T.B. 12 Apr 72R

OF DIANETICS AND SCIEN-
TOLOGY
STUDY DEFINITIONS
FURTHER DEFINITIONS OF
SCIENTOLOGY TERMS COM-
TAINED IN THE STUDENT
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STUDENT _____ DATE: _____

I attest that Student has met the requirements of the Student Hat that he/she has been M4 meter checked and had no misunderstands on the materials and knows and does apply study tech.

SUPERVISOR _____ DATE: _____

Student has passed 100% written examination on the materials of the Student Hat.

STUDENT EXAMINER _____ DATE: _____

STUDENT HAS MET ALL THE REQUIREMENTS FOR COMPLETION OF THIS COURSE AND IS AWARDED THE CERTIFICATE OF HUBBARD GRADUATE OF STUDY TECH.

DIR C & A _____ DATE: _____

END OF CHECKSHEET

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