

Shintani Wado Kai Karate Federation



Version 1.6
April 2018

SWKKF Grading Manual

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DOCUMENT VERSION HISTORY

DATE	VERSION	EXPLANATION
October 2014	1.0	Beginning of standardized version numbers – Senate meeting June 2014
April 2015	1.1	Edits changes from grading committee
October 2015	1.2	Edits, removal of Former Senate Members
July 2016	1.3	Edits, addition of new Senate Members
September 2016	1.4	Edits – grading fee change
February 2018	1.5	Added Jouseki board information section
April 2018	1.6	Wording edits, update to headquarters, update to applicant grade fee, move kyu belt grade requirements in front of BB grade requirements, streamline requirements (remove redundancies), clarify minimum grading times.

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SECTION A - SWKKF GRADING MANUAL OBJECTIVE

The objective of the Grading Manual booklet is to provide structure and maintain consistency for all gradings throughout the Shintani Wado Kai Karate Federation. It will educate brown belts, black belts and instructors in the procedures, format, requirements and structure of Kyu Belt and Black Belt Gradings. This Manual will provide a standard from which to continue the upward trend of Black belt and instructor knowledge towards the consistency of members in the Shintani Wado Kai Karate Federation.

Any revisions to this Manual will be made by the Grading Committee. All changes must be ratified and approved by the Senate.

SECTION B - DEFINITION, CLARIFICATION AND EXPLANATION OF TERMS

ACTIVE TRAINING (PERTAINS ONLY TO SWKKF TRAINING)

Attending on average, six 1.5-hour training sessions per month, with active participation within the class, for a minimum of 10 months per year. This training must pertain to Shintani Karate, hours training in other disciplines or sports do not count towards time requirements for gradings.

BLACK BELT CLINIC

Any workout intended for brown belts or higher instructed by a Yodan or up (or by a Sandan upon approval by a senate member) for the purpose of learning, improving, and sharing knowledge.

GRADING COMMITTEE

A group of volunteer Black belts from various regions of the SWKKF who receive input from Jouseki members, annually review and revise, if necessary, the Grading Manual, and ensure that information approved by the senate is disseminated to the membership.

GRADING FACILITATOR

The person(s) appointed by the President who will receive the application forms, process them (ensure all information is included and accurate), prepare the Jouseki board forms, prepare all application copies for the Jouseki board, make sure certificates are prepared, collect, record and report results.

Advise candidate's instructor when grading requirements are not met that may result in disqualifying an applicant from grading.

Disseminate all material for a Black Belt Grading to the Jouseki Board Chairperson in a timely fashion. Confirm that all Black Belt Gradings are sanctioned by the President and do not conflict with other SWKKF events in the area.

HOST CLUB OR REGION

The club or region which organizes and gains approval for a sanctioned Black Belt Grading for candidates of the SWKKF. The host club works with the Jouseki Board Chairperson to ensure there is an adequate number of Jouseki board members, appropriate space and time booked, information is sent out in a timely manner, and other assigned tasks to run a smooth event.

JOUSEKI BOARD

The Jouseki Board consists of ranking Black belts (usually Sandan and up) chosen to preside and evaluate candidates at any Black Belt Grading sanctioned by the Shintani Wado Kai Karate Federation. The Jouseki Board Chairperson will approve all Jouseki Board members.

Jouseki Board members are responsible to ensure the safety of the candidates they are evaluating. In the event of an injury, the board member will immediately work with the Jouseki Chairperson to assess the participant's safety and ability to continue.

JOUSEKI BOARD CHAIRPERSON

The ranking Black Belt approved by the Jouseki Board Executive to adjudicate the proceedings of a sanctioned Black Belt Grading. The Chairperson will have veto power at the Black Belt Grading. The Chairperson is responsible to maintain the consistency of the evaluation process of the entire Jouseki board.

In the event of an injury, Chairperson is responsible to discuss and assess participant's safety and ability to continue with the grading. The Chairperson will determine if the requirements for the grading were met and determine (with the Jouseki Board) whether the candidate will Pass / Fail.

To ensure that new Jouseki Board members and those in training understand the process and the methods used for evaluations.

JOUSEKI BOARD DATABASE

The collection of Black Belt Karateka and their experience who may serve as members of a Jouseki board to evaluate candidates and the collection of Ranking Black Belt Karateka and their experience who may serve as a Jouseki Board Chairperson at a sanctioned Black Belt Grading. Available through the President for clubs who host Black Belt Gradings.

JOUSEKI BOARD EXECUTIVE

The Senate and the Jouseki Board Executive are responsible to approve any Black Belt who will represent the Shintani Wado Kai Karate Federation as the Jouseki Chairperson at any sanctioned Black Belt Grading.

OUTSTANDING

Meaning (adjective) exceptionally good.

Synonyms: Excellent, marvelous, magnificent, superb, fine, wonderful, superlative, exceptional, formidable, first-class, first-rate, virtuoso, skillful, masterful, masterly.

These are the qualities of an individual that need to be taken into in consideration when being graded to any black belt level in the minimum time requirements.

SENATE

Those Black Belts selected by Hanshi Shintani or elected by the Senate members to manage the Shintani Wado Kai Karate Federation. The Senate serves as the Board of Directors for the SWKKF.

SECTION C – ORGANIZATION INFORMATION

SENATE MEMBERS

ACTIVE SENATE MEMBERS

Sensei Denis Labbé	(President)
Sensei Ron Mattie	(Chief Instructor)
Sensei Jim Atkinson	(Vice President and Secretary)
Sensei Heather Fidyk	(Treasurer)
Sensei Brian Chmay	(Director)
Sensei Brad Cosby	(Director)
Sensei Michel Gosselin	(Director)
Sensei Bruce Perkins	(Director)
Sensei Neil Prime	(Director)

SENATE ADVISORS

Sensei Peter Ruch
Sensei Rick Leveille
Sensei Danny McCoy

SHINTANI WADO KAI KARATE FEDERATION HEADQUARTERS

The headquarters for the Shintani Wado Kai Karate Federation are based in St. Catharines, Ontario.

THE HARMONIZER

The official Shintani Wado Kai Karate newsletter.

SWKKF OFFICIAL WEBSITE

The official website for the Shintani Wado Kai Karate Federation is www.shintani.ca.

SECTION D - GRADING GUIDELINES

SWKKF MEMBERS

SWKKF Members will use the following guidelines when preparing for and attending a sanctioned grading.

1. The President will approve and sanction all Black Belt Gradings through the Calendar of Events Application Form, five months' notice is required.
2. Four months notification of the date and location of approved Black Belt Gradings will be announced through the Provincial Reps, the Harmonizer and the SWKKF official website, www.shintani.ca.
3. Grading application forms must be filled out by the karateka and then by the instructor. No student will be eligible for grading without their Sensei's approval.

NOTE: In the event that a Karateka has no affiliation with an instructor or is currently in a political or geographical location which prohibits contact with other SWKKF dojos and wishes to be graded to the next rank without an instructor's recommendation, the Karateka shall follow the procedures listed under "PROCEDURE FOR APPLICANTS WITH NO INSTRUCTOR AFFILIATION" (see section C.2 and C.3).

4. The grading form and payment will be received by the President of the Shintani Wado-Kai Karate Organization and then forwarded to the Grading Facilitator for validation.
5. For Shodan, Nidan, Sandan, Yodan the grading form and payment must be received at least one month prior to the grading in order to be accepted.
6. For Godan, the grading form and payment must be received six months prior to the grading in order to be accepted.
7. A non-refundable fee of \$35.00 plus a \$65 administration (\$100 total and includes GST and/or HST) must accompany the application form. Additional costs will be incurred at the grading to cover the costs of the host club's expenses.
8. The Karateka shall receive their certificate at no additional charge upon successful completion of the grading.
9. SWKKF members who have not paid their yearly registration dues will not be credited for their time towards their grading while inactive.
10. Failure to comply with the above procedures will disqualify the Karateka from the grading.
11. Any question or clarification of the grading guidelines can be address to Sensei Denis Labbé (ddlabbe3@gmail.com) or Sensei Ron Mattie (rmattie@vaxxine.com).
12. It is highly recommended that anyone applying for any black belt grading attend a pre-grading in their region. This process will provide the candidate information to correct and polish their techniques. At this time candidates will receive feedback as to whether or not they should attend the grading or continue working and attend a grading at a later date.

NOTES ON MINIMUM TIME

- It is the individual instructor's responsibility to ensure that his/her students are prepared for their grading. It is also understood that for a student to meet the minimum requirements, they must not be average, but outstanding at their present rank.
- To ensure the SWKKF maintains a very high standard of black belts and black belt instructors in the Shintani Wado Kai Karate Federation, a person recommended for a black belt rank in the minimum time requirements must possess exceptional abilities, skills and qualities. These skills should include but are not limited to above average athletic ability, superior knowledge of the basic techniques and ability to perform the katas of the rank in which they are being tested for with extreme accuracy, power and spirit.
- If there is any question that the student being recommended for their next rank does not possess these attributes they should not be recommended in the minimum time. They should be allowed to grow positively and take the time required to develop the best example of a karateka that they can be showing patience and understanding that the desired skills are an endowment of their natural ability and hard work.

SPECIAL CIRCUMSTANCES GRADING

In certain situations, there may be a requirement for a special circumstances grading. In these situations, the President of the SWKKF or the Chief Instructor as an appointee of the President has the right to grade any rank up to and including Godan.

Only the President of the SWKKF or someone appointed by the president can perform the Special Needs Grading. Presentation can be awarded after the testing or at the participant's dojo or regional event if successful.

APPLICANTS WITH NO INSTRUCTOR AFFILIATION

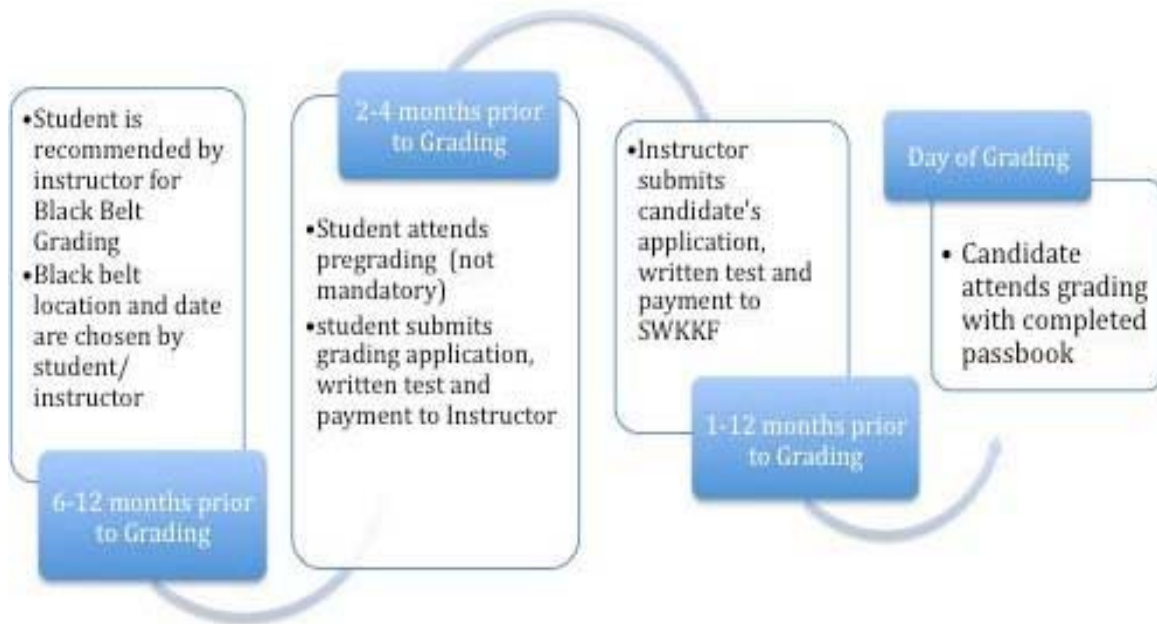
1. The applicant will send a letter to the President of the Shintani Wado Kai Karate Federation.
2. The President will assign a sponsor who will be responsible for the preliminary evaluation of the applicant.
3. If a formal meeting between the sponsor and the applicant cannot be arranged in person, then the sponsor may request a video tape with katas, two step sparring and anything else deemed important for the physical evaluation of the applicant. Background information of the applicant deemed pertinent can also be requested.
4. Sponsor will advise the applicant where a formal grading is and to proceed if the evaluation is successful.
5. The applicant will complete the student's side of the application form.
6. The sponsor will complete and sign the instructor's side of the application form.
7. A non-refundable grading fee of \$100.00 must accompany the application form.

RANKING OF OTHER STYLES JOINING SWKKF

Black Belts of other styles who wish to join the Shintani Wado Kai Karate Federation shall be acknowledged as an affiliate member until such time that they appear in front of the Jouseki Board for evaluation of rank, at a formal scheduled Black Belt Grading (not preceding less than 12 months). To be eligible, they must be under the direction of an approved instructor under the Shintani Wado Kai Karate Federation.

USUAL TIMELINE PRIOR TO BLACK BELT GRADING

The figure below outlines the usual timeline that should be followed by a student and his/her instructor prior to a grading.



SECTION E - GRADING STRUCTURE

TIME	SECTION	SUBJECT
9:00 am – 9:30 am		Jouseki Board meeting
9:30 am - 10:00 am	1	¹ Written test – to be reviewed by Jouseki Board Chairperson and grading candidates
10:00 am – 11:00 am	2	All basic techniques (This section is only to evaluate the form and focus of the techniques and should be performed with medium power and medium speed)
11:05 am – 11:50 am	3	Advance combination techniques
12:00 pm – 12:30 pm		½ hour snack break (bring your own)
12:30 pm – 1:30 pm	4	Katas: ten katas performed three times each
1:30 pm – 1:45 pm		15 minute break
1:45 pm – 2:45 pm	5	Kihon kumite
2:45 pm – 3:45 pm		Rendori and Kumite (This section is not mandatory for student with permanent injuries or chronic health problems)
3:45 pm – 4:30 pm		Jouseki Board conference and ranking presentation

** Times subject to change at the discretion of the Jouseki Board Chairperson

¹ Written test – to be submitted with application form - Appendix

NOTE: Candidate cannot fail section 2 or section 4 of this evaluation. If sections 2 and/or 4 are borderline then candidate must pass (without being borderline) sections 3 and 5. See Appendix - Evaluation Sheets for each section.

SECTION F - GRADING FORMAT

The following items outline the grading format and the procedures that should be used:

1. The Jouseki Board Chairperson will adjudicate the proceedings of the individual Black Belt Grading.
2. The Jouseki Board Chairperson will review or assign a ranking Jouseki member to review (Section 3 and 5) the counting sequence for Basics Techniques (Section 2) for accurate number of repetitions, adequate use of space/number of persons on the floor, and consistency prior to the start of the grading.
3. The Jouseki Board Chairperson will preview or assign a ranking Jouseki member to preview (Section 3 and 5) the Advanced Combination techniques and Kihon Kumite Techniques before they are presented at a grading.
4. It is essential that the Jouseki Board consist of members from different clubs or regions at each grading.
5. A student must be evaluated by at least two members (three is recommended) from the Jouseki Board who are not from their club. They must be of a higher rank than those they are evaluating. In the event of a conflict of interest in favour or against, the Jouseki board member should refrain from grading that student.
6. Application forms filtered by the Grading Committee Chairperson will be distributed to Jouseki Board members during the Jouseki Board meeting.
7. Passbook(s) will be presented by candidates to the Jouseki Board Chairperson.
8. Jouseki Board members to review and evaluate applications and passbooks to check that the candidate has met all the grading requirements.
9. The Sensei's instructing the class should be selected and notified at least one hour in advance by the Jouseki Board Chairperson. Any Yodan being graded will be expected to contribute in the teaching of the grading that day.
10. Jouseki Board to evaluate applications and review grading format and guidelines.(See Section D, part 1)
11. If space is limited, only the people being graded will be allowed on the dojo floor.
12. The Karateka may be divided according to rank/age and graded in separate groups in order to concentrate on their requirements for that rank.
13. If after the kata evaluation a student appears uncertain, the Jouseki Board may request that the Karateka repeats the kata individually or in a small group.
14. After the physical evaluation is over, the Jouseki Board will confer in a separate room and two identical copies of the student's evaluation sheet will be made. In the event of a failure, the student's instructor will be asked to participate in the discussion. If the student's instructor is not present, the Jouseki board's decision will stand.
15. The Jouseki Board Members will meet with all the students who have been evaluated and their Sensei for constructive remarks. At this time a copy of the student's summary sheet will be handed to the Karateka.
16. All students will be lined up for the presentation.
17. Top ranking Jouseki board members will present the belts and/or certificates to the successful applicants. (note: if approved by the Jouseki Chairperson certificates maybe presented at a banquet following the grading)

18. When the student receives the new rank:

Shodan – Brown belts and special belts will drop down on their left knee and remove their belt. They will stand up and hold their old belt in their hand. Upon receiving their certificate, the student will bow once to the presenter, take a few steps back and bow once to the Jouseki Board.

Nidan and higher - the student will step forward and bow to the black belt presenting their certificate. Upon receiving their certificate, the student will bow once to the presenter, take a few steps back and bow once to the Jouseki Board.

19. Jouseki Board Chairperson will ensure the summary sheet and grading package is sent to the President of the Shintani Wado Kai Karate Federation for recording purposes.

20. No ranks will be recognized unless all the above steps have been followed.

SECTION G – GRADING REQUIREMENTS – KYU BELTS

KYU BELT GRADING SYLLABUS

Kyu Belt Gradings are the responsibility of the individual clubs. The SWKKF requirements for full colored belts are listed in the passbook. Individual clubs may choose to use a stripe system of either a black stripe through the middle of the belt or black stripe(s) at the end of the belt. The following table outlines the minimum training requirement for each kyu belt.

For each advancement in rank you must demonstrate improvement in basic technique, kihon and kumite techniques, and previous katas learned.

Minimum overall timeline from white belt to black belt is 4 years. The average person will achieve their black belt in 5 years. People that cannot dedicate time to consistent training or do not have above average athleticism will take longer.

RANK ATTEMPTED	REQUIRED KATA	MINIMUM TRAINING TIME
Yellow (Go-kyu)	Pinan Shodan	50 hours minimum training time (4 - 10 months) without a break
Orange (Yon-kyu)	Pinan Nidan	50 hours minimum training time (4 - 10 months) without a break
Green (San-kyu)	Pinan Sandan	50 hours minimum training time (4 - 10 months) without a break
Blue (Ni-kyu)	Pinan Yodan	50 hours minimum training time (4 - 10 months) without a break
Brown (Ik-kyu)	Pinan Godan	75 hours minimum training time (12 - 18 months) without a break
Red – Age 15 (optional junior rank)	Kushanku	150 hours minimum training time (minimum 18 months) without a break
Black (shodan) – Age 16	Kushanku	150 hours minimum training time (minimum 18 months) without a break

NOTE: Time in hours applies only after the minimum month limit is reached (for irregular training). Regular training for the kyu belt ranks is considered to be one to two times per week without any significant breaks. Any student's advancement is at the discretion of his/her dojo sensei.

SECTION H - GRADING REQUIREMENTS – DAN LEVELS

This section outlines the requirements for each of the DAN levels. In addition to training at your own dojos, students are encouraged to share and acquire knowledge of other Shintani Wado Kai Karate Members.

TO RECEIVE THE RANK OF SHODAN

It is important to advise the host of the grading of your commitment to attend. To receive the rank of Shodan, you must meet the following guidelines:

1. You must be minimum 16 years of age.
2. Recommended minimum 4 years of Active Training (see Section B definitions).
3. You must have been a brown belt at least 18 months of Active Training (see Section B definitions).
4. You must attend a minimum of 2 Black Belt Clinics per calendar year and they must be recorded in your passbook.
5. You are encouraged to compete or participate in 2 SWKKF tournaments annually and they must be recorded in your passbook.
6. You must meet the minimum kyu belt requirements as outlined in SECTION G “Kyu Belt Gradings”.
7. Additional kata requirements:
 - a. Kushanku
8. Techniques to be performed:
 - a. Basic techniques
 - b. Combination block-counter
 - c. Taisabaki movement
 - d. Side stepping
 - e. Fluency in combination techniques
 - f. Two step or free style kumite
 - g. Also see Grading Forms for complete details on Grading Techniques
9. The individual must be of strong moral character and demonstrate mental and emotional maturity and should be reflected in their behavior.

TO RECEIVE THE RANK OF NIDAN

It is important to advise the host of the grading of your commitment to attend. To receive the rank of Nidan, in addition to meeting all previous rank requirements you must meet the following guidelines:

1. You must be minimum 20 years of age.
2. You must have been a Shodan at least 2 years of Active Training (see Section B definitions).
3. You must attend a minimum of 2 Black Belt Clinics per calendar year and they must be recorded in your passbook.
4. You are encouraged to compete or participate in 2 SWKKF tournaments annually and they must be recorded in your passbook.
5. Additional kata requirements:
 - a. Seishan
 - b. Nahanchin
6. Also see Grading Forms for complete details on Grading Techniques.

TO RECEIVE THE RANK OF SANDAN

It is important to advise the host of the grading of your commitment to attend. To receive the rank of Sandan, in addition to meeting all previous rank requirements you must meet the following guidelines:

1. You must be minimum 25 years of age.
2. You must have been a Nidan at least 3 years of Active Training (see Section B definitions).
3. You must attend a minimum of 2 Black Belt Clinics per calendar year and they must be recorded in your passbook.
4. You are encouraged to compete or participate in 2 SWKKF tournaments annually and they must be recorded in your passbook.
5. Additional kata requirements:
 - a. Chinto
6. Also see Grading Forms for complete details on Grading Techniques
7. The individual must be able and willing to convey their knowledge of Wado Kai karate through example. An exceptional teacher must be able to bring the best out of all of their students and help continue to grow a strong federation as Hanshi Masaru Shintani has set the foundation for.

TO RECEIVE THE RANK OF YODAN

It is important to advise the host of the grading of your commitment to attend. To receive the rank of Yodan, in addition to meeting all previous rank requirements you must meet the following guidelines:

1. You must be minimum 30 years of age.
2. You must have been a Sandan at least 4 years of Active Training (see Section B definitions).
3. You must attend a minimum of 2 Black Belt Clinics per calendar year and they must be recorded in your passbook.
4. You are encouraged to compete or participate in 2 SWKKF tournaments annually and they must be recorded in your passbook.
5. Additional kata requirements:
 - a. Wanshu
6. Also see Grading Forms for complete details on Grading Techniques
7. The individual must be able and willing to convey their knowledge of Wado Kai karate through example. An exceptional teacher must be able to bring the best out of all of their students and help continue to grow a strong federation as Hanshi Masaru Shintani has set the foundation for.

TO RECEIVE THE RANK OF GODAN

It is important to advise the host of the grading of your commitment to attend. To receive the rank of Godan, in addition to meeting all previous rank requirements you must meet the following guidelines:

1. You must be minimum 35 years of age.
2. You must have been a Yodan at least 5 years of Active Training (see Section B definitions).
3. You must attend a minimum of 2 Black Belt Clinics per calendar year and they must be recorded in your passbook.
4. You must be an active instructor and instruct at least two Black Belt Clinics in your grading year.
5. You are encouraged to compete or participate in 2 SWKKF tournaments annually and they must be recorded in your passbook.
6. You must apply at least 6 months prior to the grading date.
7. You must instruct part of the grading. (See Section E #7).
 - a. Also see Grading Forms for complete details on Grading Techniques
8. The individual must be able and willing to convey their knowledge of Wado Kai Karate through example. An exceptional teacher must be able to bring the best out of all of their students and help continue to grow a strong federation as Hanshi Masaru Shintani has set the foundation for.

TO RECEIVE THE RANK OF ROKUDAN

To receive the rank of Rokudan, you must meet the following guidelines:

1. You must be minimum 40 years of age.
2. You must have been a Godan at least 6 years of Active Training (see Section B definitions).
3. You must be actively, or in the past be involved in the Shintani Wado Kai Karate Federation on a national level, on the Senate or on a sub-committee where needed.
4. Ranking will be by approval of the Senate.
5. Refer to the Grading Process document in the Appendix.

TO RECEIVE THE RANK OF SHICHIDAN

To receive the rank of Shichidan, you must meet the following guidelines:

1. Minimum of 47 of age.
2. You must have been a Rokudan at least 7 years of Active Training (see Section B definitions).
3. You must be actively, or in the past be involved in the Shintani Wado Kai Karate Federation on a national level on the Senate, as Provincial Representative, leader of a larger organization or a chair of a SWKKF Committee.
4. Must be in an instructional and/or active leadership role in the organization.
5. Ranking will be by approval of the Senate.
6. Refer to the Grading Process document in the Appendix.

TO RECEIVE THE RANK OF HACHIDAN AND HIGHER

To receive the rank of Hachidan, you must meet the following guidelines:

1. Ranking will be by approval of the Senate.
2. Refer to the Grading Process document in the Appendix.

SECTION I – JOUSEKI BOARD GRADING INFORMATION

This section provides information for the Jouseki Board responsibilities.

The evening before a grading (or sooner) you will be informed about which section of the grading you will lead, the time allotment or if you will be required to lead any sections.

On the day of the grading arrive early and be prepared ahead of schedule

The Jouseki Board Chairperson will call a meeting and outline the day's events and assign to you the candidates for evaluation.

Review of documents. Ensure you have the following for each candidate at your assigned table:

1. PASSBOOK
 - a. Check that all registration stickers are in place
 - b. Grading dates are same as on application
 - c. Tournaments and workshops are entered and meet the requirements for their rank
2. APPLICATION FORM
 - a. Ensure that candidate is eligible for grading – age, time at rank, time on the floor, etc.
 - b. Note any injuries or disabilities
 - c. Read answers to questions to become familiar with candidate
3. Written test will be reviewed with group by a ranking black belt (either a godan candidate or jouseski board member)
4. The Jouseki Board score sheets are set up as follows:
 - a. Basics and kata sections of the score sheets are setup for making each requirement/kata with space for recording notes
 - b. Advanced Technique and Rendori/Kumite Sections are set up to offer a choice of how you would like to evaluate (score, comments) and the concepts you need to examine
5. Basics are evaluated as either:
 - a. pass - candidate performs the correct technique with understanding and confidence
 - b. borderline - candidate has basic knowledge but is unable to perform the technique accurately, knowledgeably or lacks confidence
 - c. fail – candidate lacks both the knowledge and ability to perform the technique

Evaluate each technique as either P, B or F on each skill, keep in mind that only the “P” will be counted in the total. Make notes for improvement at the end of each section or as the section progresses. At the end of the section count up the number of P's allotted and enter number on top first sheet, this number will determine if they pass, borderline or fail the section.

If at the end of this section the candidate is borderline or fail inform the Jouseki chairperson immediately.

**Note on counting Basics (see end of this section)*

6. Advanced basics are also evaluated as either a PBF – same criteria as above

You are provided with a variety of methods in which evaluate. Choose your style, some prefer to evaluate overall picture and look at everything at the same time, space is provided, some people prefer to evaluate each aspect in more isolation, check boxes are provided. Decision is made as to PBF at end of section based on overall ability of advanced basic combinations.

7. Kata section is evaluated as either a pass or fail except for their last kata(s) for their new rank which is either a PBF where borderline will count as a pass.
 - a. **Pass** - candidate perform the correct techniques in the kata with understanding and confidence
 - b. **Borderline** - candidate has basic knowledge of the kata but is unable to perform the techniques of the kata accurately or lacks confidence in the kata
 - c. **Fail** – candidate lacks both the knowledge and ability to perform the kata

Kata is performed 3 times, first as one count one move where the candidate must demonstrate their knowledge and ability of the techniques and form of the kata. Second time is one count one sequence where the candidate must demonstrate their ability to string together the techniques with form and flow. Third time the count is left open where the candidate is to demonstrate their ability to demonstrate their timing, execution of the kata with spirit and conviction.

The evaluation form give the Jouseki board member the option to evaluate each version of the kata individually and space to make comments.

If at the end of this section the candidate is borderline or fail inform the Jouseki chairperson immediately.

8. Kihon Kumite is also evaluated as either a PBF – same criteria as above

You are provided with a variety of methods in which evaluate. Choose your style, some prefer to evaluate overall picture and look at everything at the same time, space is provided, some people prefer to evaluate each aspect in more isolation, check boxes are provided. Decision is made as to PBF at end of section based on overall ability of the kihon kumite combinations.

9. Rendori/Kumite is also evaluated as either a PBF – same criteria as above

You are provided with a variety of methods in which evaluate, same as above.

SUMMARY OF GRADING

This form is filled out by the Jouseki board group evaluating each candidate. It is filled out in duplicate with one copy for the student and one copy for SWKKF records. This form is partially filled out during the lunch break to determine if any issues and completed at the end of the grading process.

Reminder – candidates cannot fail section 2 or section 4 of the grading. If section 2 and/or 4 are borderline then the candidate must pass (without being borderline) sections 3 and 5.

Strengths – this feedback is to highlight the candidate’s strong abilities for each section, use positive language

Weaknesses – this feedback is to provide constructive (not negative) information about their abilities in each section.

Recommendations – this feedback provides an outline for going forward in their training, use descriptive, constructive and positive language.

**Note on counting Basics*

The grading sheets have changed to reflect the minimum number of repetitions required to be executed. Keeping in mind that space and size of group is different at each grading, below are suggestions.

Most important is communicate and be consistent.

Explain and demonstrate how the count and turns will be completed for the basics portion of the grading. Keeping in mind that there is a minimum number of repetitions that must be executed. Depending on the size of the group a few more repetitions may need to be counted.

Minimize the number of turns with more emphasis on repetition of technique. Ex. Rather than counting to 3 and then turn, if space allows count to 5 or more before turning. Don't forget to complete all the required repetitions.

SUPPLEMENTARY KATA

It is highly recommended to include supplementary kata. The following table provides a recommended list by belt rank.

FROM	TO	SUPPLEMENTARY KATA
White	Yellow (go-kyu)	Chi Kata, Chonan
Yellow	Orange (yon-kyu)	Chonan
Orange	Green (san-kyu)	Chonan Shodan
Green	Blue (ni-kyu)	Tekki Shodan, Shopai
Blue	Brown (ik-kyu)	Seisho, Sankio
Brown	Shodan	Teisho, Chocodo
Shodan	Nidan	Taisei, Gensho Shodan
Nidan	Sandan	Kempei, Seipai, Teisho Die
Sandan	Yodan	Sei Shun Tei, Kumsho
Yodan	Godan	Gensho, Gahanshu

Note: These are suggested supplementary kata for each rank.

APPENDIXES

APPENDIX A: APPLICANT WRITTEN TEST

APPENDIX B: APPLICATION FOR SHODAN

APPENDIX C: APPLICATION FOR NIDAN / SANDAN / YODAN

APPENDIX D: APPLICATION FOR GODAN

APPENDIX E: SWKKF – BLACK BELT GRADING EXCEL WORKSHEET

The Black Belt grading excel worksheet consists of the following tabs:

1. Student Info – Excel worksheet Tab that is used to fill out the Grading information (Date, Jouseki Board Chairperson, Student Name, Passbook, Club, Date of Last Grading, Instructor and Rank Attempted).
2. Instructor Instructions.
3. Section 1: Written Test ** Refer to the Applicant Written Test Document above.
4. Section 2: Basics
5. Section 3: Advanced Techniques and Combinations
6. Section 4: Kata
7. Section 5 and 6: Kihon Kumite
8. Teaching
9. Summary Sheet

Refer to the attached worksheet for the Grading Worksheet.

PROCESS DOCUMENTS

Grading Process for Rokudan, Shichidan, Hachidan Non-Scheduled Grading Process

APPROVAL FOR DISTRIBUTION AND USE WITHIN THE SWKKF

Version 1.6 – April 2018 of the SWKKF Grading Manual is an approved document for distribution and use within the SWKKF. This document is in compliance with the Intellectual Property policy.

President - SWKKF

Name: _____

Signature: _____

Secretary General - SWKKF

Name: _____

Signature: _____

Grading Manual Chair - SWKKF

Name: _____

Signature: _____



Committee Members
