**SWKKF Grading Process**

**Rokudan, Shichidan, Hachidan**

*December 2022*

**Information**

The Grading Manual outlines the general pre-requisites for each rank; however, unlike the technical gradings for Shodan, Nidan, Sandan, Yodan and Godan, these higher ranks are based on accomplishments, past and current contributions to the SWKKF organization and his/her karate knowledge and abilities. To be eligible for grading to Rokudan, Shichidan, Hachidan the candidate has to be actively involved in the SWKKF at a regional, provincial or national level.

**Purpose of Process**

The purpose for the Grading Process for Rokudan, Shichidan and Hachidan is to make certain that ranking members of the SWKKF are recognized through rank advancement for their contributions combined with karate knowledge and abilities within the SWKKF.

**Process**

Below is the sequence of events, which must occur in order for advancement:

1. President and Chief Instructor will bi-annually create a list of potential candidates by reviewing all active karate-ka who meet the pre-requisites in the Grading Manual for each Rank of Rokudan, Shichidan and Hachidan. The list will be created six months in advance.
2. President and/or Chief Instructor will contact the potential candidate’s instructor to find out if they think the candidate would be a good candidate to recommend to the Senate for advancement.
3. After the conversation with the instructor, the President and/or Chief Instructor will send a list of the Godan, Rokudan, Shichidan and Hachidan to the senate.
4. If the Candidate’s instructor agrees to recommend the candidate for grading to the Senate they must complete the Recommendation for Advancement in Rank Form (appendix A) and submit it to the President and Chief Instructor. The Candidate can assist their instructor to complete the *Recommendation for Advancement in Rank Form* (appendix A).
5. The Candidate will be invited to complete a 20 – 30 minute presentation to the Senate. The presentation can be done in-person, video submission or live online format (ex. Zoom). Candidates are encouraged to refer to the grading manual for presentation guidelines.
6. The suggested Grading will be added to the Senate Agenda for discussion.
7. The Senate members will review the presentation in advance of the Senate meeting and decide through majority vote if the candidate will receive the rank.
8. Candidates will be informed of the Senate decision through either email or phone call.
9. Presentation of the certificate will be made through a mutually agreed upon event.

Appendix A

Recommendation for Advancement in Rank Form

|  |  |  |  |
| --- | --- | --- | --- |
| Date: |  | Passbook #: |  |
| Name of Candidate:  **(Name you would like on the certificate)** |  | | |
| Instructor Certificate: |  | Age: |  |
| Advancement to Rank of: | Rokudan  Shichidan  Hachidan | | |
| Date of last Grading: |  | | |
| Instructor’s name: |  | | |
| **Training** | | | |
| Average # hour/week |  | Average # months/year |  |
| **Teaching** | | | |
| Average # hour/week |  | Average # months/year |  |
| Please answer the following pertaining to the Candidate: | | | |
| 1. Explain in detail the candidate’s active involvement in the SWKKF. | | | |
| 1. Highlight the candidate’s past involvement in the SWKKF. | | | |
| 1. Describe in detail reasons for candidate’s advancement in rank. | | | |
| Form completed by: |  | | |