



# Taekwondo Chungdokwan Great Britain



29<sup>th</sup> October 2018

Dear Members,

The next Dan grading to be hosted by TCGB will take place from **11am to 4pm on Sunday 9<sup>th</sup> December 2018** at **Swanmore College, New Road, Swanmore, Southampton, SO32 2RB**.

## On the day

Candidates must bring their grading book on the day of the grading and present it at registration when they arrive. Registration takes place from 10.30am. Please note that only one instructor per candidate will be permitted in the exam hall to spectate.

## Seminar

TCGB will be holding a seminar on **Sunday 25<sup>th</sup> November 2018** at the same venue from 11am to 2pm. The seminar is open to 4<sup>nd</sup> Kup (blue belt) and above. The cost for the seminar will be £10 per person, registration takes place from 10.30am. It is strongly advised that anyone wishing to take part in the Dan grading attends this seminar.

## Application

Please ensure all attached forms are completed, checked by an instructor and submitted together with the documentation required ahead of the deadline. The deadline for applications is **11am on 25<sup>th</sup> November 2018**. Applications can be posted to the address below in advance of the deadline or submitted in person before the start of the Dan grading seminar.

Please print the forms single sided. We regret that the candidate may not be able to participate in the Dan grading if information provided is incorrect, incomplete or documentation is missing at the deadline. We will not be able to process any forms received after this deadline. We encourage instructors to post applications in advance so they can be checked before the deadline.

Fees associated with the Dan grading are outlined in the table below. Payment can be made by bank transfer in advance of the application deadline or in cash at the seminar. If paying by bank transfer, please use the name of the candidate as the reference. Evidence of the bank transfer should be included with the application forms (e.g. screen shot). If paying for multiple candidates, please use the club name as the reference and email [sec@chungdokwan.org.uk](mailto:sec@chungdokwan.org.uk) with the list of names and breakdown of individual costs.

## TCGB account details

Cooperative Bank  
Sort Code: 08-92-99  
Account Number: 65683815

## Postal address:

NATALIE MESTRY,  
11 CHARLES KNOTT GARDENS,  
SOUTHAMPTON, SO15 2TF

## Instructors

Please provide the complete Dan grading pack to your students including this notice and the checklist. We require instructors to check applications are complete before signing the TCGB Dan Grading Application Form.

## Requirements

A full syllabus is available on our website providing information for each grade. Candidates for the grading are required to have held a **continuous and valid** British Taekwondo licence with a TCGB club for a minimum period prior to the grading. Details of minimum membership periods for each grade are detailed below.

**Applications received from members whose licences have expired or who have licences that will not be valid on the date of the grading will be unable to take part in the grading.**

Grade applied for	Minimum wait since last grading	Minimum continuous TCGB membership	TCGB grading fee	Kukkiwon time bar	Kukkiwon fee	Chung Do Kwan Korea certificate (optional)	Chung Do Kwan Korea plaque (optional)
1 <sup>st</sup> Dan	6 months	6 months	£60	N/A	£55	£50	N/A
2 <sup>nd</sup> Dan	1 year	1 year	£80	1 year	£65	£70	N/A
3 <sup>rd</sup> Dan	2 years	1 year	£100	2 years	£85	£90	N/A
4 <sup>th</sup> Dan	3 years	2 years	£120	3 years	£100	£120	£150
5 <sup>th</sup> Dan	4 years	2 years	£150	4 years	£200	£170	£150
6 <sup>th</sup> Dan	5 years	2 years	£200	5 years	£240	£250	£200
7 <sup>th</sup> Dan	6 years	2 years	£250	6 years	£300	£300	£200

### Candidates for 5<sup>th</sup> Dan and above

For those wishing to grade to 5<sup>th</sup> Dan and above, please note that it is a requirement to submit a thesis (two hard copies and one electronic) to the grading panel by the closing date for applications. The topic should be discussed with a member of the grading panel in advance of submission. Guidelines for the thesis are included in the syllabus, available on the TCGB website: [www.chungdokwan.org.uk](http://www.chungdokwan.org.uk). The declaration page (also available on the TCGB website) must also be signed and included with your application. If you have any queries, please do not hesitate to get in contact for more information.

### Health issues

Candidates who suffer from a long-term injury or a life-time health issue should provide details on the health declaration section of the Dan Grading Application Form. If an injury is sustained between application and the day of the Dan grading, the candidate can withdraw from the Dan grading and fees will be refunded.

### Kukkiwon applications

There is a time bar between applying for Kukkiwon certifications (see table above). Those applying for 1<sup>st</sup> Dan Kukkiwon are always eligible to apply as there is no time bar. Those applying for higher Dan grade Kukkiwon certification will be eligible to apply one month before the time bar is finished. Time bar is from the date of issue of the previous Kukkiwon certificate, not the date of the Dan grading. We cannot take Kukkiwon applications for those who are still time barred as we cannot hold on to applications due to GDPR. However, applications for the next Kukkiwon grade can be made at any time (not concurrent with a grading) when the candidate is eligible. Please contact [sec@chungdokwan.org.uk](mailto:sec@chungdokwan.org.uk) to apply.

Please ensure you complete the form with your name exactly as it appears on your last Kukkiwon certificate. Please also make sure to check your details are correct on The Hub. If your name has changed since your last Kukkiwon was issued you will need to provide evidence of the name change. Please email [sec@chungdokwan.org.uk](mailto:sec@chungdokwan.org.uk) for guidance on additional documentation required. Unsuccessful Dan grading candidates who applied for their Kukkiwon concurrent with their grading will have their Kukkiwon fee refunded.

### Certification from Chungdokwan Korea

We encourage our members to also apply for certificates from Chungdokwan Korea, although this is not compulsory. This is achieved with a separate application form, included in the pack. From 4<sup>th</sup> Dan, there is an option to apply for a plaque in addition to the certificate.

If you have any questions, please get in touch.

Kind regards,

*Natalie Mestry*

TCGB Secretary General

[sec@chungdokwan.org.uk](mailto:sec@chungdokwan.org.uk)

**Patron:** Grandmaster Vincent Cheong    **President:** Grandmaster Mark Biddlecombe  
**Committee Members:** Grandmaster Lindsay Lawrence, Master Michael King, Master Lindsey Bell, Master Steve Aldis, Master Lynne Firth, Master David Honey, Heena Shah, Natalie Mestry, Master Dean Gibbs



# Taekwondo Chungdokwan Great Britain



## DAN GRADING APPLICATION FORM

Please write clearly in BLOCK CAPITALS. Any illegible or incomplete applications will be refused.

Surname		First name	
Date of birth (dd/mm/yyyy)		Gender	Male          Female (Please circle)
Nationality	Evidence of UK residence must be included if not British		

Telephone number	
Email address	

British Taekwondo membership number		Evidence of valid British Taekwondo membership must be included (e.g. screen shot from The Hub)
Membership expiry date (dd/mm/yyyy)		

Current grade		Dan grade applied for	
Date of last grading (dd/mm/yyyy)			Copy of last Kup/Dan certificate must be included

Current Kukkiwon grade		Kukkiwon grade applied for (only if eligible)	
Date on last Kukkiwon certificate (dd/mm/yyyy)			Copy of last Kukkiwon certificate must be included if candidate is a Dan/Poom grade

Grading fee	£	Please bring your membership book to the grading and hand it in at registration.  Only apply for your next Kukkiwon certificate if you are eligible (see grading notice).
Kukkiwon fee (if eligible)	£	
Chung Do Kwan Korea certificate and plaque fee (optional)	£	
Total	£	Bank transfer evidence attached          Cash (Please circle)

## HEALTH DECLARATION

If you suffer from a long-term injury or a life-time health issue, please provide details below and continue on a separate sheet if necessary. If there are any other conditions you wish to make the examiners aware of, please detail them below. If you do not have a health condition, please state 'NONE'.

In order for candidates to grade at their best and for the Dan grading panel to provide a fair test and result, we respectfully ask candidates suffering from a short-term condition to wait until it is no longer an issue to apply for their Dan grading.

## APPLICANT DECLARATION

The information is true to the best of my knowledge and belief. I appreciate that participating in any form of physical exercise or sport carries inherent risks. I have completed all parts of the application and the details have been checked by a senior instructor.

Applicant signature \_\_\_\_\_  
(Parent/Guardian if under 18) \_\_\_\_\_ Date \_\_\_\_\_

Club name \_\_\_\_\_

## INSTRUCTOR DECLARATION

I have checked the application and confirm the above and the attached documents are complete and correct.

Senior instructor name \_\_\_\_\_ DAN

Senior instructor signature \_\_\_\_\_ Date \_\_\_\_\_

Instructor email address \_\_\_\_\_

Complete all details below in CAPITALS.

## APPLICANT'S PERSONAL DETAILS

Please complete with your name exactly as it appears on your previous Kukkiwon certificate.

Surname						
Forename(s)	First		Middle			
Nationality						
Date of Birth	Day		Month		Year	
Gender (tick)	Male		Female			
Address						
Postcode			Telephone Number			
Age			Email			

Please include evidence of your valid British Taekwondo licence (e.g. screen shot from The Hub) and two separate passport photos with this form. Please print your name on the back of each photo.

Make sure details on this form, your last Kukkiwon and The Hub are all consistent, otherwise the new Kukkiwon could be issued incorrectly.

If your name has changed since your last Kukkiwon was issued, you will need evidence of your name change. Please contact [sec@chungdokwan.org.uk](mailto:sec@chungdokwan.org.uk) to check the evidence required to ensure the correct certificate is issued in your new name.

Your Kukkiwon certificate number (if applicable*)	
Date on your most recent Kukkiwon certificate (if applicable*)	
Grade on your most recent Kukkiwon certificate (if applicable*)	
<i>*Those taking their 1st Dan grading will not have a Kukkiwon certificate.</i>	
Date of grading	
Grade applied for**	
<b>**Candidates who are 14 years old or younger on the date of the grading should apply for a Poom grade. Candidates who are 15 years old or older on the date of the grading should apply for a Dan grade.</b>	

## RECOMMENDATION

To be completed after the grading by Grandmaster Lindsay Lawrence, head of the TCGB Dan Grading Panel.

Candidate recommended by	GRANDMASTER LINDSAY LAWRENCE	Grade	7 <sup>TH</sup> DAN	British Taekwondo Membership Number	
Signature				Date	



# APPLICATION FOR CHUNGDOKWAN KOREA CERTIFICATE

Please write clearly in BLOCK CAPITALS. Any illegible or incomplete applications will be refused.

Nationality \_\_\_\_\_ Sex \_\_\_\_\_

First Name \_\_\_\_\_ Surname \_\_\_\_\_

Date of birth \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Telephone No. \_\_\_\_\_

Senior Instructor's Name \_\_\_\_\_

Club \_\_\_\_\_

Current grade \_\_\_\_\_ Dan/Poom grade applied for \_\_\_\_\_

Please enclose the following:

1. Photocopy of your highest Chungdokwan Korea Dan certificate if you currently have one.
2. 2 passport ID-photos (Write clearly your name on the back of each photo).
3. Payment for the full amount (see pack for price details)

It is possible to skip grades for Chungdokwan Korea certification, but payment must be included for the skipped grades.

If you would like to apply for the Chungdokwan plaque (see example to the right) in addition to the certificate, please tick here



Total paid for certificate (and plaque if applicable)

£ \_\_\_\_\_

Applicant's signature \_\_\_\_\_

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

# CHECKLIST

<b>TCGB Dan Grading Application Form</b>	
<ul style="list-style-type: none"> <li>• Completed the TCGB Dan Grading Application Form and had it checked and countersigned by a senior instructor.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• For foreign nationals: Provided a document of proof that you have lived in the UK for more than 6 months: e.g. school letter, UK driving licence, Home office letter.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Photocopy of your most recent Dan or Kup grading certificate displaying grading date.</li> </ul>	<input type="checkbox"/>
<b>Kukkiwon Form (if eligible)</b>	
<ul style="list-style-type: none"> <li>• Completed the Kukkiwon Certificate Application Form and checked it is consistent with your details on The Hub.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Evidence of your current valid British Taekwondo licence from The Hub.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Two passport photos with full name written on the back of each.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Photocopy of your most recent Kukkiwon certificate if already a Dan/Poom grade.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• If applicable, evidence of name change since last Kukkiwon was issued.</li> </ul>	<input type="checkbox"/>
<b>Chungdokwan Korea Form (optional)</b>	
<ul style="list-style-type: none"> <li>• Completed and included the Chungdokwan Korea Form.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Two additional passport photos with full name written on the back of each.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Copy of most recent Chungdokwan Korea certificate.</li> </ul>	<input type="checkbox"/>
<b>Application</b>	
<ul style="list-style-type: none"> <li>• Met eligibility requirements (see Dan grading notice).</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Made the payment for the TCGB Grading fee and, if applicable, the Kukkiwon fee and the Chung Do Kwan Korea certificate fee. Included evidence of payment.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• For posted applications: Emailed the Secretary (<a href="mailto:sec@chungdokwan.org.uk">sec@chungdokwan.org.uk</a>) to notify TCGB your application has been posted.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• For candidates to 5<sup>th</sup> Dan and above: Submitted copies of your thesis (two hard copies and one electronic by email to <a href="mailto:sec@chungdokwan.org.uk">sec@chungdokwan.org.uk</a>).</li> </ul>	<input type="checkbox"/>

Deadline for applications: **11am on 25<sup>th</sup> November 2018** at the Dan Grading seminar.  
 Or, post completed applications in advance to:  
 NATALIE MESTRY, 11 CHARLES KNOTT GARDENS, SOUTHAMPTON SO15 2TF