



# Aikido Victoria (Aiki-Kai) Inc.

Official Representative Organisation of the Aiki-Kai Foundation  
and Aikido World Headquarters, Tokyo, Japan

Established 1968

## DAN GRADING PROTOCOL

Dan grading tests are conducted at National Schools by Sugano Shihan on behalf of the Doshu. As such, these are one of Australia's most formal events. The following governs the recommendation process for Victorian applicants.

### Preparation for Grading

The Recommending Instructor should:

- Inform the applicant that they are planning to recommend them for a grading, usually many months in advance of the grading.
- Have knowledge of, and responsibility for the person's training over an extended period. The applicant's experience, contribution, and expertise are among the other factors which should be considered when making a recommendation.

Before presenting for a grading, a student must:

- Clearly meet the Prerequisites detailed in the Dan Grading Regulations;
- Demonstrate an ability to execute effectively the required techniques; and
- Have been assessed by their Recommending Instructor as being ready for the grading.
- Have undergone a sustained intensive training period in preparation for the grading.

### Documentation for Grading

- The Victorian Training Summary for Dan Grading Application must be completed in addition to the Dan Grading Application Form. It is the responsibility of the Recommending Instructor to arrange for:
  - Sign off from an instructor at each dojo where the applicant trains, that attests to number of the days of training completed since last grading at that dojo. These are to be recorded on the Victorian Training Summary for Dan Grading Application
  - Ensure that the information on the form is accurate and complete.
  - Sign off from the Victorian Area representative for the application.
- The Recommending Instructor must arrange to give or e-mail either the completed grading form or similar information indicating an intention to grade to [aikidovictoria@gmail.com](mailto:aikidovictoria@gmail.com) no later than the Wednesday before the commencement of National School.
  - Failure to do so may result in the student being unable to grade.
  - If a student or instructor is unable to send an e-mail, then a phone call with sufficient detail to the Area Representative, or nominee indicated on the appropriate grading notice, is acceptable. Again, this phone call must be received no later than the Wednesday before the commencement of National School.
- The finalised signed off documentation will be submitted by the Victorian Area Representative to John Watson Sensei by the Victorian Area Representative on day 2 of National School.

Linda Godfrey, Area Representative.