



# UK KUKKIWON OFFICE

## Dan promotion Test Operating Policy 2023

### Purpose

The purpose of this document is to clarify the operating conditions for **Dan Promotion tests conducted by British Taekwondo, its member clubs and senior member masters.**

This is linked to the MOU signed in December 2022 between British Taekwondo and Kukkiwon and defines the processes and procedures in which British Taekwondo and its members conduct Poom & Dan promotion tests.

### At a glance

Testing conducted by	Dan/Poom Promotion Tests	Dan/Poom Promotion Test Panels	Kukkiwon Certificate Application
British Taekwondo member registered Masters	1 <sup>st</sup> – 5 <sup>th</sup> Dan / Poom	Regional panel with: <ul style="list-style-type: none"> <li>- <b>a minimum of 3 examiners including:</b></li> <li>- A minimum of one 6<sup>th</sup> Dan (or higher) Kukkiwon certificate holder, from an approved and published list and with and approved <b>lead examiner</b> registration number.</li> <li>- A minimum of two further panel members of 5<sup>th</sup> Dan (Kukkiwon or National certificate holders) or above</li> </ul>	Via UK Kukkiwon Office

Testing conducted by	Dan Promotion Tests	Dan Promotion Test Panels	Kukkiwon Certificate Application
UK Kukkiwon Office Appointed Masters	6 <sup>th</sup> & 7 <sup>th</sup> Dan	National Panel with: <ul style="list-style-type: none"> <li>- <b>Minimum 3 x 8<sup>th</sup> Dan (or higher) examiners</b></li> <li>- Including a minimum of one 8<sup>th</sup> Dan Kukkiwon and Kukkiwon examiner certificate holder</li> </ul>	Via UK Kukkiwon Office

And /or

Supervision of Video filming conducted by	Dan	Video Filming Supervisory Panels	Kukkiwon Certificate Application
British Taekwondo member registered Masters	6 <sup>th</sup> Dan	Supervision of filming of video for submission to UK Kukkiwon Office can be conducted by a regional panel from a list of approved UK Kukkiwon office examiners: <ul style="list-style-type: none"> <li>- Minimum of 3 supervisors of 6<sup>th</sup> Dan or higher</li> <li>- Including a minimum of one 7<sup>th</sup> Dan Kukkiwon certificate holder or higher</li> </ul>	Candidates* or lead test supervisor must submit video and thesis (to Kukkiwon standards) to the UK Kukkiwon Office for final assessment and approval before application is made for certification
British Taekwondo member registered Masters	7 <sup>th</sup> Dan	Supervision of filming of video for submission to UK Kukkiwon Office can be conducted by a regional panel from a list of approved UK Kukkiwon office examiners: <ul style="list-style-type: none"> <li>- Minimum of 3 supervisors of 7<sup>th</sup> Dan or higher</li> <li>- Including a minimum of one 8<sup>th</sup> Dan Kukkiwon certificate holder or higher</li> </ul>	

**\*Candidates for 6<sup>th</sup> Dan & 7<sup>th</sup> can also record content themselves directly and submit the video and thesis to the UK Kukkiwon Office**

**Review of all video content and thesis and the final assessment will be conducted by a UK Kukkiwon Office appointed High Dan promotion evaluation panel.**

## Dan Promotion Test and Assessment Process

British Taekwondo Master members have the rights to organise and host regional Dan / Poom promotion tests for candidates testing for 1<sup>st</sup> Poom/Dan up to 5<sup>th</sup> Dan, following minimum standards and the process set out in this document.

Senior Masters may also be granted the rights to organise a panel to supervise High Dan video filming assessments for candidates testing for 6<sup>th</sup> & 7<sup>th</sup> Dan, following minimum Kukkiwon standards and the process set out in this document.

(The video and thesis then require submission, assessment, and final approval by the UK Kukkiwon office)

### Sanctioning Approval

Regional Dan / Poom promotion tests, and all examiners, including video supervisory panels, must be sanctioned and approved in advance by the UK Kukkiwon Office, at least one month prior to the planned test.

Lead examiners must also acquire a promotion test number before conducting any tests or video supervision. Failure to do so may invalidate results and lead to problems in acceptance of Kukkiwon certificate applications.

### Dan Promotion Test Panels

All regional promotion test panels must be organised as follows to meet Kukkiwon and British Taekwondo minimum requirements:

#### For promotion tests for candidates going for 1<sup>st</sup> Poom/Dan to 5<sup>th</sup> Dan

**A panel must contain a minimum of 3 examiners\* - including:**

- A minimum of one 6<sup>th</sup> Dan (or higher) Kukkiwon certificate holder, from an approved and published list and with an approved **lead examiner** registration number.
- A minimum of two further panel members of 5<sup>th</sup> Dan (Kukkiwon or National certificate level) or above

\*(Further panel members over 4<sup>th</sup> Dan can be included on panels to gain experience at the discretion of the lead examiner but a 4<sup>th</sup> Dan examiner cannot score for candidates going for 4<sup>th</sup> or 5<sup>th</sup> Dan)

## **For promotion tests for candidates going for 6<sup>th</sup> & 7<sup>th</sup> Dan**

**British Taekwondo and the UK Kukkiwon Office have the rights to organise National level panels to conduct High Dan promotion tests.**

**Any panel would be appointed by the MNA President and UK Kukkiwon Commission Chair in consultation with the promotion commission and approved by Kukkiwon.**

**A panel must contain a minimum of 3 examiners\* - including:**

- A minimum of one 8<sup>th</sup> Dan (or higher) Kukkiwon and examiner certificate holder from an approved and published list with approved lead examiner registration number.
- A minimum of two further panel members of 8<sup>th</sup> Dan or higher

\*(A further two panel members over 7<sup>th</sup> Dan can be included on panels to gain experience at the discretion of the lead examiner but cannot score any candidates going for 7<sup>th</sup> Dan)

**And/or**

## **For candidates wishing to promote to 6<sup>th</sup> & 7<sup>th</sup> Dan**

Eligible candidates, with sufficient time passed since their previous test, must record a video and devise a thesis to Kukkiwon standards, and submit to the UK Kukkiwon office for final assessment.

**Candidates can record the video in 2 distinct ways.**

- 1) Candidates can take part in an organised and UK Kukkiwon Office pre-authorized High Dan assessment filming event with a recommending panel containing a minimum of 3 members, including:**

### **For 6<sup>th</sup> Dan candidates**

- A minimum of one 7<sup>th</sup> Dan (or higher) Kukkiwon certificate holder
- A minimum of two further panel members of 6<sup>th</sup> Dan (or higher) Kukkiwon or National certificate holder.

### **For 7<sup>th</sup> Dan candidates**

- A minimum of one 8<sup>th</sup> Dan (or higher) Kukkiwon certificate holder
- A minimum of two further panel members of 7<sup>th</sup> Dan (or higher) Kukkiwon or National certificate holder.

- 2) Candidates can also choose to record content themselves directly and submit the video and thesis (to Kukkiwon standards) directly to the UK Kukkiwon Office for assessment.**

**Review of the video content and thesis and a final assessment will be conducted by a UK Kukkiwon Office appointed High Dan promotion test panel and the candidate notified of the outcome.**

## Approved lead Examiners

All **Dan/ Poom promotion tests** conducted regionally must contain at least one examiner who is a **Kukkiwon 6<sup>th</sup> Dan certificate holder**, who has registered and appears on a published approved list that is regularly updated and reviewed annually.

It is the duty and responsibility of this designated **Lead Examiner** to ensure and apply rigorous standards to the promotion test, using a common approved syllabuses developed by the UK Kukkiwon office and its commissions.

For protocol and administration purposes, this person is designated as Lead Examiner and all communication, validation of results and certificate applications to the UK Kukkiwon office must come from this person.

It is also the direct responsibility of the Lead Examiner to apply for Kukkiwon certification within 10 days of conducting a promotion test, via the UK Kukkiwon Office, providing a prompt and efficient service to hosts and candidates without delay.

From **2026**, it is the ambition to require **all promotion test Lead Examiners conducting Poom / Dan testing in the United Kingdom to have also attended a Kukkiwon Examiners Course.**

This aligns UK and Kukkiwon structures but includes a transition period to allow existing approved examiners the opportunity to attend Kukkiwon examiner course activity.

### In the interim period:

- a) Kukkiwon will endeavour to conduct education and qualification activity in the UK and elsewhere, to upskill and enable Masters to achieve Kukkiwon Examiner qualifications.
- b) British Taekwondo, the UK Kukkiwon Office and its commissions will conduct Examiner education activity to improve knowledge and working practises alongside formal Kukkiwon education.

## Regional Promotion Test Certification Policy

Examiners conducting regional Dan/Poom promotion tests may issue an on the day **Graduation** certificate showing their regional identity or logo, whilst successful candidates await their Kukkiwon certificate.

**Domestic certification cannot use the terms Poom or Dan certificate.**

**Kukkiwon** is the **only** authority permitted to issue a document shown as a **Poom or Dan Certificate.**

The UK Kukkiwon Office will develop a standardised National graduation certificate, available for use by all regional promotion tests, with space on the certificate to personalise with regional identity logos.

**The ambition is for the adoption and issuance of a National Graduation certificate to be a introduced from January 1<sup>st</sup> 2024**

In the interim, clubs and groups using any form of self-designed certification must ensure that the words **Graduation** Certificate are used and not "Poom Certificate" or "Dan Certificate".

## National Rank Recognition Policy

British Taekwondo is inclusive and welcoming to the entire Taekwondo family and can recognise genuine domestic and cross-over certification.

Individuals are expected to align certification with Kukkiwon as quickly as possible.

In practise, this will mean that domestic promotion tests (and video recording sessions for 6<sup>th</sup> & 7<sup>th</sup> Dan) may be conducted for some candidates wishing to promote, but only up to maximum of 7<sup>th</sup> Dan at national level.

These candidates must still have valid nationally recognised graduation certification for the previous Dan rank and evidence of the required time period between tests, but where their Kukkiwon certification may not align with these for historical reasons.

**Regional and sanctioned promotion tests and video recording sessions (as per the panel policy) may take place for candidates with National certification up to a maximum level of 7<sup>th</sup> Dan, under specific circumstances and with the following mandatory conditions:**

- 1) An application, for the next applicable Kukkiwon rank and certificate must be made by the candidate at the time of test.**
  - Applications must also be made for all subsequent Kukkiwon certificates **immediately when due**, irrespective of promotion test dates, until Kukkiwon certification and National certification are aligned.  
Should a candidate fail to apply for subsequent Kukkiwon certification at the times due, then candidates may not be permitted to advance further under National certification rules
- 2) A one-time application for a Kukkiwon skip grade of one Dan level may be offered by the UK Kukkiwon office as an option for candidates wishing to align Kukkiwon Dan certification with National Certification more quickly\***

This option is not automatic and at the discretion of the UK Kukkiwon office.

This option is to a maximum one skip grade level from:

- a) 1<sup>st</sup> Kup to 2<sup>nd</sup> Dan
- b) 1<sup>st</sup> Dan to 3<sup>rd</sup> Dan
- c) 2<sup>nd</sup> Dan to 4<sup>th</sup> Dan
- d) 3<sup>rd</sup> Dan to 5<sup>th</sup> Dan

\*Kukkiwon Dan certificate fees for both certificates would be due and payable but only the skip Dan certificate will be issued by Kukkiwon

**3) Policy for candidates with National Level Certification wishing to fully align with Kukkiwon certification quickly.**

In alternate years, Kukkiwon will endeavour to despatch instructors / examiners to host a centrally organised Kukkiwon **Special Promotion Test**, alongside education activity in partnership with the UK Kukkiwon Office.

Candidates wishing to fully align Kukkiwon Certification urgently may have the opportunity to attend a Special Promotion test organised by Kukkiwon under the following criteria and conditions;

- a) Kukkiwon Special Promotion Test will only be possible up to a Dan rank calculated and aligned to **the date of original promotion to 1<sup>st</sup> Dan / 1<sup>st</sup> Poom and calculated based on the years passed.**

Specifically:

<b>For consideration for</b>	<b>Conditions</b>
<b>Special promotion to Kukkiwon 2<sup>nd</sup> Dan</b>	must be at least <b>1 year</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office
<b>Special promotion to Kukkiwon 3<sup>rd</sup> Dan</b>	must be at least <b>3 years</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office
<b>Special promotion to Kukkiwon 4<sup>th</sup> Dan</b>	must be at least <b>6 years</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office
<b>Special promotion to Kukkiwon 5<sup>th</sup> Dan</b>	must be at least <b>10 years</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office.
<b>Special promotion to Kukkiwon 6<sup>th</sup> Dan</b>	must be at least <b>15 years</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office
<b>Special promotion to Kukkiwon 7<sup>th</sup> Dan</b>	must be at least <b>21 years</b> since promotion to 1 <sup>st</sup> Dan in the UK at a valid historical promotion test recognised by the UK Kukkiwon Office.

- b) **Attendance at a Kukkiwon Special Promotion Test event**
- c) Candidates must attend in person and in Dobok
- d) Candidates must perform all Poomsae for all Dan levels required for the rank applied for to an acceptable standard and any further physical assessment requested by the Kukkiwon special promotion test panel at the time and publicised in advance.
- c) **Evidence must be provided of promotion to 1<sup>st</sup> Dan / 1<sup>st</sup> Poom at a valid historical promotion test** recognised by the UK Kukkiwon Office (provision of certificate and promotion details including date and examiner)
- d) **Evidence must be provided of promotion to subsequent Dan grades at valid historical promotion tests** recognised by the UK Kukkiwon Office (provision of certificates and promotion details including dates and examiners)

**Acceptance of candidates for consideration to attend a Special Promotion Test is purely at the discretion of Kukkiwon at the time.**

Kukkiwon Dan Certificate fees for all certificates would be due and payable, but only the highest Dan certificate will be issued by Kukkiwon.