



GRADING EXAMINATION POLICY

CANADIAN KENDO FEDERATION POLICY & PROCEDURES
FOR EXAMINATION & CERTIFICATION OF RANK AND TITLES
(KYU/DAN/SHOGO)

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1 OBJECTIVES & GENERAL PROVISIONS

These policies and regulations pertain to the Kendo/Iaido/Jodo promotion examinations and the awarding of Kyu/Dan grades and Shogo titles administered by the Canadian Kendo Federation (“CKF”).

The Dan/Kyu stipulated in this policy shall be from 1 Kyu (Ikkyu) to 8 Dan (Hachi Dan). The Shogo stipulated in this policy shall be from Renshi to Hanshi. These shall be granted by the President of the CKF (“President”) according to the overall ability of an applicant.

Ranks below 1 Kyu may be examined by Regional/Provincial Federations or Member Clubs.

Grades and titles granted by the CKF shall be mutually recognized as being equivalent among International Kendo Federation (“FIK”) Organizations and Affiliates. As such, the Standard Guideline for Dan/Kyu Examination published by the FIK shall be adhered wherever possible.

Examinations for Dan and Shogo are set for the purpose of encouraging advancement and improvement in Kendo, Iaido or Jodo.

2 ORGANIZATION

2.1 NATIONAL CHIEF AND REGIONAL EXAMINERS

There shall be a National Chief Examiner for each of the disciplines of Kendo, Iaido and Jodo. The responsibility of the National Chief Examiner for each discipline is to oversee all gradings and ensure consistency in examination standards and application of this policy and procedures.

There shall be a Regional Examiner for each of the disciplines of Kendo, Iaido and Jodo. The responsibility of the Regional Examiner is to oversee the organization and execution of gradings in their region. This includes recommending the location, date and time, members of the Grading Committee that evaluates candidates in that region to the President through the National Chief Examiner and providing guidance to that Committee. In the case where there is no Regional Examiner, this responsibility falls to the National Chief Examiner.

2.2 REGIONAL ZONES

There are three zones for Regional Examiners.

Western Region	British Columbia, Alberta and Saskatchewan.
Central Region	Manitoba, Ontario
Eastern Region	Quebec, Atlantic Canada

The National Chief Examiner may also hold the position of one of the regional examiners.

With the permission of the National Chief Examiner, Regional Examiners may oversee grading exams in areas that are in proximity to the next region, e.g. Ottawa, Manitoba.

2.3 ADMINISTRATIVE OVERSIGHT

There is a National Grading Secretary whose responsibility is to ensure that the results of all gradings are properly maintained, to oversee the issuing of certificates and to handle any inquiries for lost certificates or letters of confirmation of rank.

The President oversees all disciplines. The National Chief Examiner, Regional Examiners and Grading Secretary are appointed or dismissed by the President with approval from the Board of Directors.

The President has final authority for all certificates and letters of confirmation of rank issued.

2.4 GRADING COMMITTEES

Grading Examination Committees are set up for the purpose of awarding Dan and Shogo. After examining the candidates, each grading committee will provide their recommendations to the President for final approval and the granting of their Dan or Shogo. The President issues all grading certificates.

2.4.1 Kyu/Dan Grading Committees

There is a Written Examination Committee for each of the arts of Kendo, Iaido and Jodo. These committees are standing. Their responsibility is to evaluate the written exam submissions and provide the results to the appropriate Grading Committees before the grading day. The Written Examination Committees are appointed by the President with approval from the Board of Directors. The written exam will be marked by each examiner as pass or fail.

There are Grading Committees for each of the arts of Kendo, Iaido and Jodo. These committees are not standing but rather are organized for a particular examination day. The Grading Committees are recommended to the President by the National Chief Examiner at the recommendation of the responsible Regional Examiner. The President then appoints the committee. Approval from the Board of Directors may be requested for extraordinary, ad hoc, or special cases.

Grading committees are to be organized as per the table below. The normally appointed Grading Committees may award up to 7th Dan, if the examiners meet the Examiner Qualifications below. Upon approval from the appropriate National Chief Examiner and the President, extraordinary committees that do not meet FIK guidelines may be appointed. This might be done to allow a grading for lower ranks to proceed in a location where convening a full panel is not practical either financially or organizationally. The Grading Committees must be made up of examiners from more than one CKF member club. One examiner belonging to multiple clubs shall be counted as representing one club.

Examiner's Qualification, Required Number of Examiners and Eligibility Criteria

Rank Examined	Examiner Qualifications	Number of Examiners	Minimum number of Passing Vote
1 Kyu	5 Dan & over	3	3/3
1 Dan	4 Dan & over	5	3/5
2 Dan	5 Dan & over	5	3/5
3 Dan	5 Dan & over	5	3/5
4 Dan	6 Dan & over	6	4/6
5 Dan	7 Dan & over	6	4/6
6 Dan	7 Dan & over	6	4/6
7 Dan	7 Dan & over	6	4/6

Concerning the 4-Dan or higher Dan examinations, if the required number of qualified and suitable examiners cannot be appointed, the number of the examiners may be reduced to 5 with authorization from the President. In this case, the consent of minimum 4 examiners shall be required for the decision of passing.

For 1 Kyu only examinations, Regional Examiners may put together a Grading Committee ad hoc upon approval from the National Chief Examiner. 1 Kyu only examinations will not be eligible for any CKF funding, such as honorariums, travel expense, etc.

For 8 Dan examinations, if there is a request from qualified candidates, the President will request the National Chief Examiner to put together a Grading Committee ad hoc, and decide the exam subject requirements, examiner qualifications, number of examiners and the number of passing vote from the panel. This will be submitted to the Board for final approval.

2.4.2 Shogo Grading Committee

There shall be a standing committee for awarding Shogo. The committee shall consist of at least 5 people who hold the rank of Kyoshi or higher.

The President shall select and appoint the committee.

2.4.3 Foreign Grading Committees

A CKF member may not be invited directly in person to serve on a grading examination panel for another FIK Affiliate Organization. Only upon receiving a request from another FIK Affiliate Organization's President for a qualified examiner, the CKF President, in consultation with the National Chief Examiner shall select the Examiner to be assigned from CKF.

In case where CKF lacks qualified examiners to meet the required number of qualified examiners, the National Chief Examiner may request the CKF President to request another FIK Organization(s) or Affiliate(s) to provide qualified examiners with the approval of the President(s) of that Organization(s).

2.4.4 Examiner Conduct and Confidentiality

This article sets forth the professional and ethical standards expected of all examiners appointed by the CKF in the conduct of rank and title examinations. It affirms the responsibility of examiners to maintain confidentiality and uphold fairness and impartiality throughout the examination process.

2.4.4.1 Duty of Fairness and Impartiality

All examiners of a CKF examination panel must perform their duties with the utmost fairness, neutrality, and integrity. Examiners shall:

- Evaluate each examinee objectively and without bias, regardless of personal familiarity, dojo affiliation, or nationality.
- Base all judgments solely on the criteria established in the CKF Grading Policy
- Refrain from any behavior that could suggest favouritism, discrimination, or personal interest.

Maintaining the dignity of the examination process is central to the values of budo and to the trust placed in the Federation.

2.4.4.2 Duty of Confidentiality

To protect the integrity of the examination process and ensure consistent and professional communication, all examiners are strictly prohibited from disclosing any of the following to examinees:

- Individual scores or evaluation marks
- Comments or opinions given during the grading process
- Voting outcomes or decisions of other panel members
- Whether the examinee passed or failed based on the examiner's own assessment

No information—verbal or written—regarding an individual examinee's performance shall be shared outside the official channels designated by the CKF.

2.4.4.3 Prohibited Conduct

The following are considered violations of this policy:

- Discussing scores, decisions, or deliberations with examinees
- Providing advice or coaching based on unofficial assessment
- Commenting publicly or privately on the performance of any candidate
- Revealing the outcome of deliberations before official release

Any breach of this policy may result in:

- Removal from the examiner panel for the current and future examinations
- Disciplinary review by the Federation's governing body
- Suspension or revocation of the examiner's qualifications or titles, where applicable

3 KYU AND DAN

3.1 DEFINITION OF DAN

Dan/Kyu stipulated in policy are granted by the Federation President after assessing the candidate's overall ability, level of skills along with an appropriate mental strength.

For the criteria for awarding the Dan grades refer to **Appendix B: Examiners Guidance B.1 Criteria for Awarding Dan Grades; 'Fuyo Kijun'**

3.2 REQUIREMENTS AND EXAMINATION SUBJECTS FOR KYU AND DAN

The Kendo grading examination for Kyu or Dan consists of three components:

- (i) Written Examination (1 Dan to 5 Dan only)
- (ii) Jitsugi: observation of their shinai Kendo
- (iii) Nippon Kendo Kata or Bokuto ni yoru Kendo kihon waza keiko ho: observation of their forms / basics

Specific details of the grading format, such as jitsugi components and time limits, are to be decided by the Regional Examiner for each exam.

The Iaido grading examination for Kyu or Dan consists of:

- (i) Written Examination (1 Dan to 5 Dan only)
- (ii) AJKF Iai Kata: observation of their forms

The Jodo grading examination for Kyu or Dan consists of:

- (i) Written Examination (1 Dan to 5 Dan only)
- (ii) AJKF Jodo Kata: observation of their forms

The written examination is provided to the candidates in advance of each grading. Each candidate submits their answers for the written examination on or before the application deadline, and the examinations are evaluated prior to the day of the physical examination. If the written exam is unsuccessful, the candidate may not take the jitsugi or kata on the day of the examination and shall forfeit the examination fee.

3.2.1 Kendo Kata Requirements

Kendo Kata shall be examined as follows:

Kyu/Dan Applied for	Examination Subjects
1 st Kyu	Bokuto ni yoru Kendo kihon waza keiko ho: Kihon 1 – 9
1 st Dan	Tachi-no-Kata 3 or more forms
2 nd Dan	Tachi-no-Kata 5 or more forms
3 rd Dan	Tachi-no-Kata 7 forms
4 th Dan – 7 th Dan	Tachi-no-Kata 7 forms & Kodachi-no-Kata 3 forms

3.2.2 Iaido Kata Requirements

Iaido Kata shall be examined as follows:

Kyu/Dan Applied for	Examination Subjects	Time Limit*
1 st Kyu	AJKF Iai 5 forms	None
Shodan – 3 rd Dan	Compulsory AJKF Iai 5 forms (1 Koryu form may be included)	6 minutes
4 th Dan & 5 th Dan	Compulsory AJKF Iai 5 forms (1 Koryu form may be included)	6 minutes
6 th Dan & Up	Compulsory AJKF Iai 6 forms (2 Koryu forms may be included)	7 minutes

Zen Nihon Kendo Renmei Iaido – All Japan Kendo Federation Iaido set

Compulsory AJKF Iai forms are to be selected by the Regional Examiners and will be specified on the day of the examination. Koryu kata will not be specified, they should be decided by the candidate. Inclusion of Koryu forms for the examination shall be determined by the CKF National Iaido Chief Examiner for each exam.

*Examination time commences from the bow to the Shomen after entering the examination area and ends when the candidate stands up holding the sword to the side after performing the final bow.

NOTE: Torei (protocols for sword etiquette) must be that used in AJKF Iai.

3.2.3 Jodo Kata Requirements

The minimum requirement for the examination of Jodo kata shall be::

Kyu/Dan Applied for	Examination Subjects
1st Kyu	AJKF Jodo forms #1, 2, 4 both sides (Uchi and Shi)
Shodan – 3 rd Dan	AJKF Jodo 5 forms, decided in advance
4 th Dan & 5 th Dan	AJKF Jodo 5 forms, decided in advance
6 th Dan & 7 th Dan	AJKF Jodo 6 forms, will be decided on the examination day

Zen Nihon Kendo Renmei Jodo – All Japan Kendo Federation Jodo set

In all Dan examinations, candidates will perform both sides (Uchi and Shi) of the AJKF Jodo forms.

3.3 CARRY-OVER OF WRITTEN EXAMINATION AND JITSUGI RESULTS

Note that for Kendo, Iaido and Jodo, if the candidate passes the written exam but fails overall, the written exam result is carried over to the next grading attempt. For Kendo only, if the written exam and jitsugi are marked as passed but kata is failed, both the written exam and jitsugi results are carried over to the next grading attempt.

In both cases the candidate must retest within one year of the failure and pay the full examination fee for the retest. Testing again at the same seasonal grading the following year counts as within one year.

3.4 APPLICATION PROCESS FOR KYU OR DAN

Anyone wishing to apply to challenge a grade at a CKF grading examination MUST meet ALL of the following pre-requisites.

3.4.1 Pre-requisites:

Qualified applicants may challenge a grade at any CKF grading that has the appropriate panel for the rank being challenged.

- (i) The applicant must be a member in good standing of CKF or other FIK Affiliate Organization.
 - a. For CKF members, all membership fees, for the current year, and any outstanding years, must be up to date. Membership must be maintained at a minimum for the period of practice requirement for the Dan being examined
 - b. Members of other FIK Affiliate Organizations must have their membership up to date with their own national federation and be a member in good standing. A proof of rank must be provided – a high-quality scan or photocopy of their certificate sent to the Grading Secretary in advance of the grading is required. Contact information at the FIK Affiliate Organization (usually the Secretary-General) should be provided. CKF may contact the FIK Affiliate Organization for rank verification at its discretion.
 - c. The applicant must have the rank prior to the one being challenged
 - d. CKF members who obtained their previous grade outside of Canada must first register their rank grade as outlined in “CKF Registration of Foreign Grades” below
- (ii) The candidate must be eligible to grade, based on the CKF period of practice requirements
- (iii) The candidate must have permission to grade
 - a. For CKF members, permission is obtained from their club sensei
 - b. Members of other FIK Affiliate Organizations must provide written permission from their national federation president in advance of the grading before the registration deadline

Applicants apply through the CKF online system, paying an examination fee. The deadline for application is set by the Regional Examiner and in general at least one week before the examination which is published well in advance. No late applications are accepted.

After successfully passing the exam, the applicant must and pay the registration fee through the CKF online system within two weeks of the examination date.

3.4.2 Permission for CKF Members to Grade for Kyu/Dan rank or Shogo with FIK Affiliate

CKF members in good standing may grade in other FIK countries, subject to the requirements of both the CKF and the foreign federation.

- (i) Applicant must be a CKF member
- (ii) Previous rank must either be from CKF or an FIK affiliate federation and registered with CKF
- (iii) Examining federation must be an FIK affiliate federation (<https://www.kendo-fik.org/organization/affiliate>)

Candidates can apply for permission by following these steps:

- (i) Contact the President first by email to obtain permission for grading
- (ii) Pay the processing fee through the membership system (Dan or Shogo)
- (iii) Complete the [online form](https://forms.gle/a4AmUbXegBqB13WYA) (https://forms.gle/a4AmUbXegBqB13WYA)
- (iv) The President will return the signed form that can be used for application to the foreign federation. Each federation has its own procedure for Kyu/Dan applications.

Persons residing outside Canada should in principle belong to the FIK Affiliate Organization of the country of residence. If such person wishes to take grading examinations as a CKF member, a valid reason should be given when applying for permission.

3.4.3 CKF Members Grading for Kyu/Dan rank or Shogo with All Japan Kendo Federation

Individuals looking to take examinations in Japan by All Japan Kendo Federation (6D and above, and Shogo) and/or participate in other events should not inquire, and cannot apply, directly to the AJKF.

For examinations, follow the procedure above to apply for approval from the CKF president. Applications for examination or participation in AJKF events will be submitted by the CKF to the AJKF.

Refer to the most recent AJKF calendar for dates and other information. It can be found on the AJKF website: <https://www.kendo.or.jp/en/information/>. You must also follow whatever procedure is required by the grading event itself.

3.4.4 Periods of Practice Requirements for Dan

Applicants (Kendo, Iaido and Jodo) must have the following periods of practice:

Dan/Kyu	Practice Periods	Minimum Age
1st Kyu		
1st (Sho) Dan	3 months after granting of 1 Kyu	13 Years and over
2nd (Ni) Dan	1 year after granting of 1st Dan	
3rd (San) Dan	2 years after granting of 2nd Dan	
4th (Yon) Dan	3 years after granting of 3rd Dan	
5th (Go) Dan	4 years after granting of 4th Dan	
6th (Roku) Dan	5 years after granting of 5th Dan	
7th (Nana) Dan	6 years after granting of 6th Dan	
8th (Hachi) Dan	10 years after granting of 7th Dan	46 Years and over

NOTE: up to 30 days consideration can be made for varying grading dates from year to year.

Applicants who are 60 years old or older and are applying for 6th Dan or higher may have their wait time reduced, upon meeting the following criteria and applying to the President.

Dan/Kyu	Practice Periods
6th (Roku) Dan	2 years after granting of 5th Dan
7th (Nana) Dan	3 years after granting of 6th Dan
8th (Hachi) Dan	5 years after granting of 7th Dan

4 SHOGO

4.1 DEFINITION OF SHOGO

Over and above qualifications for Dan, the candidate must be deemed a person accomplished in Kendo, Iaido or Jodo, demonstrating leadership and great insight as well as high character.

Titles of Renshi, Kyoshi and Hanshi are granted to those who have attained the following qualifications:

Renshi: Fully skilled in Kendo, Iaido or Jodo, proficient in theory and demonstrates good insight.

Kyoshi: Masterful in Kendo, Iaido or Jodo skills and possesses profound knowledge, theory and discernment.

Hanshi: Highly accomplished in Kendo, Iaido or Jodo, exalts in reputation, and is a person of excellent and noble character.

4.2 REQUIREMENTS FOR SHOGO

The candidate for Shogo must meet the same qualifications as those for Dan and hold rank for the times specified in the chart in 4.2.1 below.

Candidates for Renshi must have done at least one, and candidates for Kyoshi must have done at least 3 of the following in order to apply:

- (i) Attendance of at least 1 CKF Kodansha Seminar* within the last 3 years.
- (ii) Attendance of at least 2 FIK Referee Seminars* in the last 5 years.
- (iii) Experience refereeing at the Canadian National Championships* or the Canadian National Junior Championships
- (iv) Records of attendance for the official seminars held by FIK, EKF, CLAK and/or CKF (especially the seminars which the official AJKF delegation attended as instructors)

*For Iaido and Jodo, events equivalent or similar in level and stature may be given consideration by the President and Chief Examiner.

The Kendo, Iaido or Jodo grading examination for Shogo of Renshi or Kyoshi consists of:

- (i) Evaluation of Essay submitted by the candidate
- (ii) General evaluation of the candidate

Applicants for Renshi or Kyoshi are evaluated by the Shogo Examination Committee, with Shogo awarded on the consensus of the committee. Decision will be pass/fail only. Unanimous consent of all 5 examiners shall be required for the decision of passing for all Shogo.

The Kendo, Iaido or Jodo grading examination for Shogo of Hanshi consists of the general evaluation of the candidate. Candidates for Hanshi will be evaluated by the Shogo Examination Committee, with Hanshi awarded on the consensus of the committee and the Board of Directors. There are no fees associated with the awarding of Hanshi. In the case of Hanshi, the candidate's dedication to CKF is especially considered and a consensus must be achieved across Canada.

4.2.1 Practice Period Requirements for Shogo

Applicants for Shogo (Kendo, Iaido and Jodo) must have the following periods of practice:

Shogo	Practice Periods
Renshi	Over 1 year after granting of 6th Dan
Kyoshi	Over 2 years after granting of 7th Dan, must hold Renshi
Hanshi	Over 8 years after granting of 8th Dan, must hold Kyoshi

4.3 APPLICATION PROCESS FOR SHOGO

4.3.1 Renshi

Those who wish to apply for Renshi should request approval for application by submitting a Kendo CV listing the position of the applicant in CKF and his/her major Kendo activities to date to the President with a copy to the Secretary. The CV should include the following:

- Position of the applicant within CKF or their FIK Affiliate Organization
- Major accomplishments in Kendo, Iaido or Jodo and their activities to date
- Accomplishments as a leader and referee in the organization
- Records of attendance for official seminars held by CKF, FIK or any FIK affiliate

It should satisfy a minimum 1 out of the 4 below:

- Attendance of at least 1 CKF Kodansha Seminar within the last 3 years.
- Attendance of at least 2 FIK Referee seminars in the last 5 years.
- Experience refereeing at the Canadian National Championships or the Canadian National Junior Championships (or equivalent event acceptable by the CKF President)
- Records of attendance for the official seminars held by FIK, EKF, CLAK and/or CKF, especially the seminars which the official AJKF delegation attended as instructors

When permission for application is received, pay the examination fee through the CKF online system and submit an essay in French or English. For guidance on the essay, please see Appendix A: Shogo Essay Guidance, Renshi Shogo Exam Essay.

4.3.2 Kyoshi

Those who wish to apply for Kyoshi should request approval for application by submitting a Kendo CV listing the position of the applicant in CKF and his/her major Kendo activities to date to the President with a copy to the Secretary. The CV should include the following:

- Position of the applicant within CKF or their FIK Affiliate Organization
- Major accomplishments in Kendo, Iaido or Jodo and their activities to date
- Accomplishments as a leader and referee in the organization
- Records of attendance for official seminars held by CKF, FIK or any FIK affiliate

It should satisfy minimum 3 out of the 4 below:

- Attendance of at least 1 CKF Kodansha Seminar within the last 3 years.
- Attendance of at least 2 FIK Referee seminars in the last 5 years.
- Experience refereeing at the Canadian National Championships or the Canadian National Junior Championships (or equivalent event acceptable by the CKF President)
- Records of attendance for the official seminars held by FIK, EKF, CLAK and/or CKF, especially the seminars which the official AJKF delegation attended as instructors)

When permission for application is received, pay the examination fee through the CKF online system and submit an essay in French or English. For guidance on the essay, please see Appendix A: Shogo Essay Guidance, Kyoshi Shogo Exam Essay.

4.3.3 Hanshi

Candidates for Hanshi can be nominated by the President, CKF Board of Directors, or by a CKF member with Kyoshi or higher. Hanshi candidates must have three letters of recommendation, from dojo leaders in each of the three different regions.

4.4 CKF REGISTRATION OF FOREIGN GRADES

Registration of a foreign grading certificate for either Dan or Shogo is subject to a registration fee. See Appendix C: Fee Schedule.

Contact the CKF Secretary with a copy of certificate. The candidate must provide proof of the grade in the form of a grading certificate and/or letter from the issuing federation President. Verification of grades up to and including 4th Dan may be done by the Grading Secretary or the President. Verification of grades 5th Dan and above must be done by the President.

5.DAN AND SHOGO REGISTRY

5.1 CKF EXAMINATION RESULTS REPORTING

The National Chief Examiner or the Regional Examiner who oversees the grading committee is responsible for submitting the results of the examination electronically through the CKF system which

should provide copies to the to the Grading Secretary, President, National Chief Examiner and the Information Technology Committee. The results are to be submitted promptly, no later than one week after the examination date.

The Regional Examiner is responsible for ensuring that the results are properly recorded. Results are to be reported by submitting electronically through the CKF system. The information should contain the date and place of the examination and for each candidate the following information:

- Name
- CKF membership number
- Kyu, Dan or Shogo applied for
- Result (Pass/Fail)

The Regional Examiners should maintain the record of the names of the judges on the grading committee and their judgements in case it is requested by the National Examiner, President or the Secretary.

5.2 REVOKING SHOGO AND DAN

The President holds the right to revoke a granted Dan and/or Shogo, if granting is deemed inappropriate upon consultation with the Grading Committee.

The President holds the right to revoke or request a return of Shogo and/or Dan awarded by the CKF from a person who has committed a crime, breached CKF policies and/or the UCCMS¹, acted in a manner that is contrary to the spirit of kendo, or equally dishonourable act upon consultation with the Board of Directors and National Chief Examiner.

¹ The Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) by Centre for Ethics in Sport (CCES)

Appendix A: Shogo Essay Guidance

The essay should be 800 to 1200 words. Write the Subject in the 1st line. In the next line, you should write your name and your CKF member club/dojo name. Then start the essay from the next line.

It should be typed and submitted in electronic format in either PDF or DOC file, and emailed to the CKF President together with other supporting documents.

Renshi Shogo Exam Essay

Subject: ‘The Mind set of Kendo Instruction’ established on March 14, 2007 by AJKF and describe your Kendo Shugyo (practice and process of training & polishing your mind and body) in conformity with that.

* In case of Iaido/Jodo, the word ‘Kendo Shugyo’ shall be respectively replaced with ‘Iaido Shugyo’ or ‘Jodo Shugyo’.

* Please be sure to refer to the notes below and the material below.

“The Mindset of Kendo Instruction” and its explanation

(The Significance of the Shinai)

For the correct transmission and development of Kendo, efforts should be made to teach the correct way of handling the shinai in accordance with the principles of the sword.

Kendo is a way where the individual cultivates one’s mind (the self) by aiming for shin-ki-ryoku-itchi (unification of mind, spirit and technique) utilizing the shinai. The “shinai-sword” should be not only directed at one’s opponent but also at the self. Thus, the primary aim of instruction is to encourage the unification of mind, body and shinai through training in this discipline.

(Reiho - Etiquette)

When instructing, emphasis should be placed on etiquette to encourage respect for partners, and nurture people with a dignified and humane character.

Even in competitive matches, importance is placed on upholding etiquette in Kendo. The primary emphasis should thus be placed on instruction in the spirit and forms of reiho (etiquette) so that the practitioner can develop a modest attitude to life, and realize the ideal of koken-chiai (the desire to achieve mutual understanding and betterment of humanity through Kendo.)

(Lifelong Kendo)

While providing instruction, students should be encouraged to apply the full measure of care to issues of safety and health, and to devote themselves to the development of their character throughout their lives.

Kendo is a “way of life” that successive generations can learn together. The prime objective of instructing Kendo is to encourage the practitioner to discover and define their way in life through training in the techniques of Kendo. Thus, the practitioner will be able to develop a rich outlook on life and be able to put the culture of Kendo into use, thereby benefitting from its value in their daily lives through increased social vigour.

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All Japan Kendo Federation

Kyoshi Shogo Exam Essay

Subject: ‘Requirements for a Kendo Instructor’(Kendo Shidosha toshitenno arikata).

In case of Iaido/Jodo, the word ‘Kendo Instructor’ shall be respectively replaced with ‘Iaido Instructor’ or ‘Jodo Instructor’.

Refer to “The Official Guide for Kendo Instruction” Chapter 3 – The Instructor, published by All Japan Kendo Federation

Appendix B: Examiners Guidance

B.1 Criteria for Awarding Dan Grades; 'Fuyo Kijun'

At a Dan examination, examiners evaluate candidates for promotion for each Dan grade based on evidence of an appropriate level of training, and the degree of technical proficiency and stability acquired through the course of their study. The acceptability criterion of each Dan 'Fuyo Kijun' is described as follows.

1. The central concern for Shodan, 2-Dan and 3-Dan is the level of 'Kihon' (basic techniques) demonstrated by the examinee. The examiner assesses whether the candidate has learnt and correctly acquired the basic skills.
2. The central concern for 4-Dan and 5-Dan is the level of basic techniques and advanced techniques (Kihon and Oyo). The examiner assesses whether the candidate has fully acquired and able to utilize basic and advanced skills.
3. The central concern for 6-Dan and 7-Dan is the ability to demonstrate 'Jiri' (technique and theory). Besides the basic and advanced techniques, the examiner assesses whether a candidate has acquired sufficient knowledge and understanding of Jiri, the techniques of Kendo, Iaido or Jodo accompanied with theory or principles.
4. The central concern for 8-Dan and above is whether or not the candidate has reached the highest stage of Jiri referred to as 'Jiri-Itchi' (total integration of Ji and Ri). The candidate will be assessed on their ability to demonstrate a profound understanding of Jiri-Itchi in addition to the aforementioned points for 7-Dan and below.

B.2 Kendo Points for Observation 'Chakugan-ten'

Each Dan examiner is required to make a decision after paying careful attention to the following points in accordance with the above criteria:

B.2.1 Shodan, Nidan, Sandan

1. The candidate's appearance and whether they are correctly wearing the Kendo-gi and Hakama, and are holding the Shinai correctly (Chakuso);
2. Appropriate manners and deportment (Reiho).
3. Correct posture
4. Datotsu (strikes and thrusts) in accordance to the correct basic Kendo techniques
5. Strong spirit (Kisei).

B.2.2 Yondan, Godan

Same criteria as Shodan to 3rd Dan with addition of the following criteria:

1. Level of proficiency acquired in advanced Kendo techniques
2. Level of mental and physical discipline demonstrated
3. Strategic skills to control and win a match.

B.2.3 Rokudan, Nanadan, Hachidan

The Jitsugi examination for 6th Dan to 8th Dan will consider all the assessment points relevant to Shodan through to 5th Dan with the addition of the following two elements and an expected higher overall level of technical proficiency.

1. Understanding of ‘Riai’ (The candidate must be able to execute Waza and move in a way that is rational and purposeful.)
2. ‘Fukaku’ and ‘Hinkaku’ (Demonstrating one’s own style which is dignified and elegant.)

The examiners are expected to make their evaluations and final decisions based on the abovementioned criteria within the prescribed examination time.

B.3 Iaido Points for Observation ‘Chakugan-ten’

In addition to the criteria stipulated in B.1 the pass or fail result for examinations for 5th Dan and below should be based on elements for observation outlined in the “AJKF Iai Handbook for Shinpan and Examiners” with particular consideration given to the following factors.

B.3.1 Shodan to Sandan

1. Correct appearance and etiquette.
2. Precise Nukitsuke and Kiritsuke.
3. Precise Chiburi and [blade] angle.
4. Precise Noto

B.3.2 Yondan and Godan

Same criteria as Shodan to 3rd Dan with addition of the following criteria:

1. Mental composure.
2. Metsuke (gaze)
3. Kihaku (vigour)
4. The unison of Ki (spirit), Ken (sword), and Tai (Body).

B.3.3 Rokudan, Nanadan, Hachidan

The Jitsugi examination for 6th Dan to 8th Dan will take into consideration all the assessment points relevant to Shodan through to 5th Dan with the addition of the following two elements and an expected higher overall level of technical proficiency.

1. Riiai (Understanding of the rationale behind the techniques)
2. Fukaku, Hinkaku (Grace and dignity in deportment)

B.4 Jodo Points for Observation ‘Chakugan-ten’

In addition to the criteria stipulated in B.1, the pass or fail result for examinations for 5th Dan and below should be based on elements for observation outlined in the “AJKF Jodo Handbook for Shinpan and Examiners” with particular consideration given to the following factors.

B.4.1 Shodan to Sandan

1. Correct appearance and etiquette.
2. Precise Nukitsuke and Kiritsuke.
3. Precise fundamental striking and thrusting
4. Replete spirit

B.4.2 Yondan and Godan

Same criteria as Shodan to 3rd Dan with addition of the following criteria:

1. Proficiency in timing, distance and angle
2. Proficiency in use of the sword (Jo)
3. Unison of Ki (Spirit), Ken (Jo), and Tai (Body)
4. The unison of Ki (spirit), Ken (sword), and Tai (Body)

B.4.3 Rokudan, Nanadan, Hachidan

The Jitsugi examination for 6th Dan to 8th Dan will take into consideration all the assessment points relevant to Shodan through to 5th Dan with the addition of the following two elements and an expected higher overall level of technical proficiency.

1. Riai (Understanding of the rationale behind the techniques)
2. Fukaku, Hinkaku (Grace and dignity in deportment)

Appendix C: Fee Schedule

Item	Examination Fee	Registration Fee (includes certificate issue)
1st Kyu (junior)	\$ 25.00	\$ 25.00
1st Kyu	\$ 35.00	\$ 35.00
1st Dan (junior)	\$ 30.00	\$ 50.00
1st Dan	\$ 50.00	\$ 60.00
2nd Dan	\$ 60.00	\$ 90.00
3rd Dan	\$ 70.00	\$ 150.00
4th Dan	\$ 75.00	\$ 325.00
5th Dan	\$ 75.00	\$ 425.00
6th Dan	\$ 75.00	\$ 550.00
7th Dan	\$ 75.00	\$ 700.00
Renshi	\$100.00	\$ 500.00
Kyoshi	\$150.00	\$ 600.00
Hanshi	N/A	Waived

Registration of Dan/Shogo from another FIK Organization	\$ 50.00
Replacement of CKF Certificate	\$ 50.00
Rank Confirmation Letter	\$ 20.00
Application for Dan grading with another FIK Organization	\$ 100.00
Application for Shogo grading with another FIK Organization	\$ 150.00

Revision History

Revision	Summary of Changes	Editor	Approved
Oct 11, 2021	Update to Iaido/Jodo kata requirements		
Jul 24, 2025	Update to format, Iaido and Jodo form requirements to align with FIK Guideline Shogo grading committee Clarification of terms, for clarity and overall consistency. Added Cover Page, Table of Contents Added 2.4.4 Examiner Conduct and Confidentiality	Hyun-June Choi	<u>President</u> Hyun-June Choi, Kendo Kyoshi 7D <u>Kendo National Chief Examiner</u> Shigeo Kimura, Kendo Kyoshi 7D <u>Iaido National Chief Examiner</u> Stephen Cruise, Iaido Kyoshi 7D <u>Jodo National Chief Examiner</u> Eric Tribe, Jodo 7D CKF Board approval August 4, 2025
Aug 20, 2026	Updated 4.3, the application process and requirements for Renshi and Kyoshi Shogo exam Updated Appendix C Fee Schedule to remove Japanese certificate and associated fees. Certificate Fee removed or changed to Registration Fee for consistency Removed different charges and notes about “Japanese Certificate” and 4D up certificates.	Hyun-June Choi	<u>President & Kendo National Chief Examiner</u> Hyun-June Choi, Kendo Kyoshi 7D <u>Iaido National Chief Examiner</u> Stephen Cruise, Iaido Kyoshi 7D <u>Jodo National Chief Examiner</u> Eric Tribe, Jodo 7D CKF Board approval August 29, 2026
Aug 29, 2026	4.5 and 4.6 moved to Section 5, created for format consistency		CKF Board approval August 29, 2026
Sep 21, 2026	Appendix C: Fee Schedule – revised fees for Kyoshi application and for Application for Examination with another FIK affiliate organization	 Hyun-June Choi 2026.09.21 13:24:18 -04'00'	CKF Board Approval September 21, 2026