

About Instructor Certification In Soo Bahk Do[®] Moo Duk Kwan[®]



Dear Member,

Thank you for your interest in becoming qualified to earn Instructor Certification in Soo Bahk Do[®] Moo Duk Kwan[®].

Certified Instructors serve a very important role in the preservation of our art and are the primary practitioners responsible for protecting and maintaining the authenticity, legitimacy and credibility of our martial art as created by its founder.

During your scholarly study to prepare for instructor certification and during your teaching apprenticeship, you will have many opportunities to improve your personal understanding of human relationships, your Soo Bahk Do technical skills and your understanding of your role within the art. During your time as an “*instructor-in-training*” and afterwards as a Certified Instructor, you will have many opportunities to influence the lives of countless other practitioners in a positive manner. You will have ongoing opportunities to serve as a role model who inspires them, motivates them and encourages them to always seek personal growth and improvement in their training and personal life that is in keeping with the Moo Duk Kwan’s philosophy. Are you up to this important task? That is what your scholarly study, specialized instructor training and your examiners will ultimately determine as you seek to obtain Instructor Certification in Soo Bahk Do Moo Duk Kwan.

I encourage you to dedicate yourself to this task with the sincerity and seriousness that earning Instructor Certification deserves. When you do, I am sure that your progress will be expedient and your achievements will be excellent.

I shall look forward to receiving your examiner’s positive recommendation for your Instructor Certification from the T.A.C. Chairman of the U.S Federation within the coming year.

Until then, I wish you the best in your continued dedicated training and your in-depth study of Soo Bahk Do Moo Duk Kwan at the instructor level.

In the Moo Duk Kwan

A handwritten signature in blue ink, appearing to read 'H.C. Hwang'. The signature is fluid and cursive, written over a white background.

H.C. Hwang
President

Jo Kyo, Kyo Sa & Sa Bom Application, Testing & Certification Maintenance Update From TAC



1

Students seeking Jo Kyo instructor certification or Kyo Sa instructor certification may obtain the required study materials order form from their Certified Studio Owner or personal instructor.

2

Once the Jo Kyo or Kyo Sa certification study materials order form has been signed by the recommending instructor, applicant's may then contact Headquarters to place their order for the required Jo Kyo Study Kit or Kyo Sa Study Kit so they can begin their book study, studio apprenticeship and/or other teaching requirements in preparation for Jo Kyo or Kyo Sa certification. All Jo Kyo and Kyo Sa testing and certification fees will be collected through Headquarters at the time a Study Kit is ordered and applicants will receive proof of testing fee payment from Headquarters which they must present to their examiner at the time of their certification exam.

3

Jo Kyo applicants will be tested in their Studio by their Studio Owner or personal instructor when they have completed the Jo Kyo Study Kit requirements. (apx xx months). Their Studio Owner or personal instructor will then forward their recommendation for Jo Kyo certification to the TAC Chairman via Headquarters.

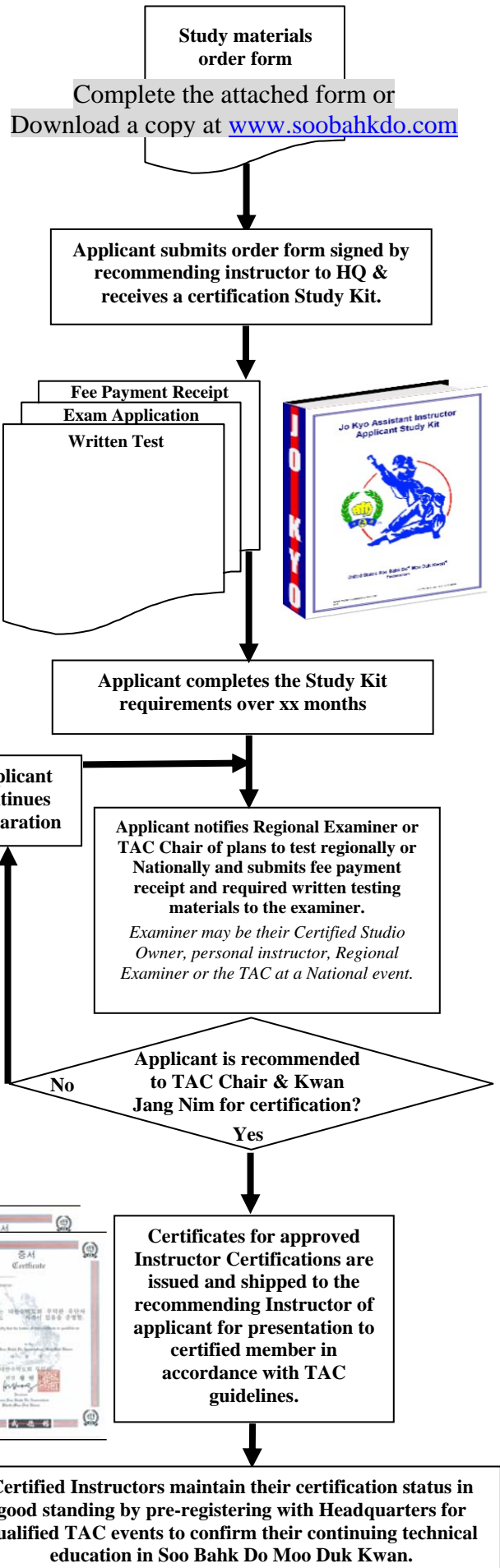
Kyo Sa applicants may have several opportunities to test at a National level directly with the TAC or Regionally with Regional Examiners once the applicant has completed the Kyo Sa Study Kit. (apx xx months) The TAC will normally require Kyo Sa tests to be 3 days in length. Kyo Sa applicants possessing completed Kyo Sa Study Kit requirements can arrange to attend the most convenient testing opportunity. Kyo Sa examiners will forward their recommendations for Kyo Sa certification to the TAC Chairman via Headquarters.

4

Jo Kyo or Kyo Sa certification recommendations which are approved by the TAC Chairman then forwarded to the Kwan Jang Nim and approved by him will have certificates issued and shipped to the personal instructor of the Jo Kyo or Kyo Sa applicant for presentation to the certified member in accordance with TAC guidelines.

5

All certified instructors shall maintain the status of their instructor certification by pre-registering with Headquarters when attending qualified TAC events in order to gain credit for their continuing education, active participation and support of the Federation.



Maintenance of Your Instructor Certification



Official Regional Examiner Seminars

Qualified Technical Advisory Committee Federation Events

Question:

How can you receive participation credit on your permanent member record when you continue your education in Soo Bahk Do by attending a qualified Federation T.A.C. event?



Answer:

Pre-register with Headquarters for any scheduled *Official Regional Examiner Seminar* and you will receive permanent credit on your member transcript and you will be awarded an official certificate of participation the day you attend the event. (\$10 Documentation fee applies.)



It's Easy as
(888) SOO-BAHK
"I'll Be there!"

Each year the Technical Advisory Committee offers U.S. Federation Members a number of opportunities to enhance their Soo Bahk Do Moo Duk Kwan skills.

Certified Instructors may fulfill the Technical Advisory Committee's requirement for maintaining their Instructor Certification beyond its initial term by pre-registering and attending a minimum of 2 qualified Federation or qualified International events each year and meeting the other ongoing requirements specified in the Certified Instructor "*Letter of Understanding.*"

Simply PRE-REGISTER with Headquarters BEFORE an event's PRE-REGISTRATION DEADLINE and credit will be recorded on your permanent member record and kept on file at your National Headquarters.

Your event attendance and participation credits will be automatically applied toward your Instructor Certification Maintenance requirements and you will receive *certificates of participation* from the Kwan Jang Nim acknowledging your active support of Federation activities when you pre-register.

Regional events and some Studio level events (*tournaments, special seminars, etc.*) may also earn acknowledgement by the T.A.C. as qualified Federation events and when they do, you can pre-register for them and also receive credit for your attendance which will then also count toward fulfillment of your Instructor Certification Maintenance requirements.

Action, Action, Action is our philosophy and your event pre-registration ensures that you receive acknowledgement, recognition and credit for your action.





U.S. Soo Bahk Do Moo Duk Kwan Federation Inc.

P.O. BOX 154 Springfield, New Jersey 07081 (888) SOO-BAHK (973) 467-5716 Fax Email: Headquarters@soobahkdo.com

“A Moo Do, Members’ Organization”

Request For Instructor Certification Study Kit

Application Date ___/___/___ Federation ID# _____ Birth date ___/___/___

Name _____ Current Rank _____ Rank Exam ___/___/___




Address _____ Hm Phone _____

City _____ St ___ Zip _____ Wk Phone _____

(Required) Email _____

Applicant Photo Must Be Attached or Enclosed & Labeled with Fed ID

(Check One) I am requesting an Instructor Certification Study Kit for:

<input type="checkbox"/>	 1st Time Jo Kyo Applicant	<i>Jo Kyo Certification Study Kit</i> includes educational materials, International Certification fee, U.S. Federation Jo Kyo processing fee, Jo Kyo uniform rocker tabs & Jo Kyo Certificate when certification is issued.	\$199.00
<input type="checkbox"/>	 1st Time Kyo Sa Applicant	<i>Kyo Sa Certification Study Kit</i> includes educational materials, International Certification fee, U.S. Federation Kyo Sa processing fee, Kyo Sa uniform rocker tabs & Kyo Sa Certificate when certification is issued.	\$399.00
<input type="checkbox"/>	 1st Time Sa Bom Applicant	<i>Sa Bom Certification Study Kit</i> includes educational materials, International Certification fee, U.S. Federation Sa Bom processing fee, Sa Bom uniform rocker tabs & Sa Bom Certificate when certification is issued.	\$599.00
NOTE: 2004 Version Sa Bom Study Kits include all Jo Kyo and Kyo Sa Kit Contents			

I understand that ordering an *Instructor Certification Study Kit* **DOES NOT** qualify me to receive Instructor Certification, rather I shall receive educational information and further instructions about how to proceed with fulfilling the scholarly and technical requirements established by the Technical Advisory Committee in order to be tested for Instructor Certification at a later date.

I further understand that I will receive an *Application For Instructor Certification* (and instructions for how and when to use it) that will be valid to use as payment of International Instructor Certification fees, U.S. Federation processing fees and Instructor Certification testing fees which are required to apply for and obtain the Instructor Certification for which I have ordered a Study Kit. I understand that **THE PREPAID FORM WILL BE VALID FOR 1 YEAR (Sa Bom 3 Years) and that should I require longer than 1 year (Sa Bom 3 Years) to prepare and be tested for my selected Instructor Certification, I understand that I must obtain a new form in order to apply for testing by an examiner and additional fees will apply at that time.** Reissue of expired, lost or misplaced forms will incur a \$25 replacement fee in addition to any other member balances or dues that may be outstanding at that time.

Applicant’s Signature _____ (Legal Guardian if under 18) Date ___/___/___
 Credit Card Type _____ Amount authorized \$ _____ Check# _____ Money Order _____
 Credit Card Number _____ Expiration Date _____ 3 digit Code _____
 Credit Card Billing Address _____

YOUR ORDER CANNOT BE PROCESSED WITHOUT INSTRUCTOR’S SIGNATURE
 Certified Studio ID _____ Certified Studio Name _____
 Applicant’s Certified Instructor’s Signature _____ Date ___/___/___