



GRANDMASTER H.K. LEE
H.K. LEE ACADEMY OF TAE KWON DO
CONGRATULATIONS LETTER

Dear Deputy Black Belt Student,

Congratulations on being qualified to examine for your First Degree Black Belt. Although this is perhaps the biggest step you have taken so far in your TaeKwonDo training, realize that the rank of Black Belt is actually when true TaeKwonDo training begins. No matter the outcome of your coming exam, immediately set a new goal for yourself so that you can continue to further your knowledge and improve yourself.

This registration packet contains all the documents, registration forms and information that you will need to ensure that you can focus your energies on physical and mental preparation rather than consuming time worrying about filling out various forms correctly. You will also find a check list of the various items, documents and forms you will need to turn in, as well as clear directions for each item. After reading through this entire packet carefully, any further questions should be directed to one of the Masters

Once again, congratulations on completing the first step toward becoming a true Black Belt. Continue to practice your hardest and train until your techniques become second nature. I look forward to seeing the product of your diligent training at the next exam.

Sincerely,



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

DEPUTY BLACK BELT INSTRUCTIONS

Item 1. BLACK BELT REGISTRATION CHECKLIST

Check off the boxes on the checklist as you complete each item. This Checklist will serve as the cover page of your registration.

Item 2. BLACK BELT EXAM INFORMATION

Read the information on this document in order to ensure you and/or your children are familiar with the Black Belt Exam testing procedures. All applicants must sign and print their names on the Information sheet; parents of applications under 18 years old please sign and print your names on the Information sheet also.

Item 3. BLACK BELT EXAM APPLICATION FEE FORM

This paper should be filled out in its entirety just as all other exam registration forms you have filled out in previous exams. The name as you write it on your form will be how it appears on your certification so be sure to print clearly. It should be signed by a Master who qualified you. Please note that the belt size is very important.

Item 4. KUKKIWON APPLICATION FOR PROMOTION TEST

In the field titled "Current Grade," refer to your Belt Rank not your scholastic grade. The fields "Dan Certificate No.," and "Date of Issue" refer to a Kukkiwon Certificate which you have not received yet and therefore should be left blank. If you are under 16, please circle Poom instead of Dan in the field titled "Dan/Poom applied for".

Item 6. TWO I.D. SIZED PHOTOGRAPHS

These photographs should be attached to the "Kukkiwon Application for Promotion Test" by paper-clip.

These will be used to create your Kukkiwon I.D. card indentifying you as a Black Belt.

Item 7. PROOF OF RESIDENCY

If you are not claiming the United States of America as your nationality, you must show proof of residency. Proof of residency may be a photo-copy of a driver's license or a Visa.

Item 8. BLACK BELT PLEDGE

This is a pledge - read it carefully and thoughtfully consider before signing.

Item 9. APPLICATION FOR BLACK BELT REGISTRATION

The \$5.00 fee mentioned in the first section of this form is included in the Black Belt Exam Fee.



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DEPUTY BLACK BELT INSTRUCTIONS

Item 10. LEADERSHIP TRAINEE QUESTIONNAIRE

After completing the top portion of the questionnaire, read and answer each question thoughtfully. Understand Educational, Associate and Professional course descriptions before deciding which to choose.

Item 11. APPLICATION FOR LEADERSHIP TRAINING / INSTRUCTOR COURSE

Fill out this document according to the answers you provided in the “Leadership Trainee Questionnaire”

Item 12. BLACK BELT ESSAY INFORMATION

Choose on essay and circle the corresponding number on the sheet. If you would like to write about a TaeKwonDo related subject not on the Essay Information sheet, get approval from your Master and write it on the Black Belt Essay Information sheet. Bring your completed essay with you to the exam. Applicants must do grade equivalent work.

Item 13. EGG JOURNAL

Bring a raw whole egg (not boiled or cracked) for your Master to sign. The applicant must carry it with them for an entire week as though it were a human baby and return it at the end of the week undamaged. It may be protected but it may not be covered. The egg must be in the company of the applicant at all times. If an unavoidable conflict arises, the application should find a suitable babysitter (parent, teacher, etc.) to watch the egg, but the babysitter must be compensated for their time (chores are most preferred). Also, the Parent must record in the Egg Journal just as the Student would, when babysitting. Teacher’s babysitting should sign or initial the Egg Journal.

The Egg Journal should include everything the applicant and their egg have done over the week and entries should be written daily.

For Example:

“Today, my egg ‘Egbert’ and I learned long division in math class. During recess, my teacher watched my egg so it wouldn’t get hurt and I cleaned the chalkboard to ‘pay for babysitting.” or “My egg keeps beating me at checkers today. We received many quizzical looks from my coworkers at the accounts receivable meeting.” Be as creative as you like.

When the week is over bring the undamaged egg to your Master to be evaluated and approved. If the egg breaks, whether 5 minutes after getting signed or 5 minutes before turning it in, you will need to start the week over with a new egg. Good Luck!

Item 14. BLACK BELT GIFT FOR THE DOJANG’S IMPROVEMENT

This should be a sincere token from the bottom of your heart expressing your love for our Dojang and our Dojang’s family. Something from which the entire Dojang can benefit is best, such as training equipment, cleaning supplies (training supplies must be accompanied with 7 hours of cleaning service) or student fund donations. We cannot accept Credit Card payments (gifts go to the Student Fund). Also check the front desk for special projects. Direct questions to Master Balal, Master Go, or Master Thomas.

Item 15. NOTICE OF INTENT TO TEST FOR PROMOTION

This document is only necessary for High School students and younger. It should be taken to school and signed by the applicant’s teacher as evidence of good academic standing.



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

DEPUTY BLACK BELT REGISTRATION CHECKLIST

- This Checklist must be filled out entirely and included with all your documents, **OR YOUR REGISTRATION WILL BE CONSIDERED INCOMPLETE.**
- All documents and forms must be submitted in the order indicated on this checklist, **OR YOUR REGISTRATION WILL BE CONSIDERED INCOMPLETE.**
- The following items (1-11) are required no later than **TWO WEEKS BEFORE THE EXAM:**
 - Item 1 - Deputy Black Belt Registration Checklist
 - Item 2 - Black Belt Exam Information Sheet
 - Item 3 - Application for High Rank Promotion Exam
 - Item 4 - Application Fee Form with Payment (attached by paperclip)
 - Item 5 - Kukkiwon Application
 - Item 6 - Two (2) ID size Photos (attached by paperclip to Kukkiwon Application)
 - Item 7 - If not USA Nationality, include Proof Of Residence (Drivers license or Visa copy)
 - Item 8 - Black Belt Pledge
 - Item 9 - Application for Black Belt Registration
 - Item 10 - Leadership Trainee Questionnaire
 - Item 11 - Application for Leadership Training / Instructor Course
- The following items (12-15) are due no later that the **DAY OF THE EXAM:**
 - Item 12 - Black Belt Essay
 - Item 13 - Egg Journal
 - Item 14 - Black Belt Gift for the Dojang's Improvement
 - Item 15 - Notice of Intent to Test for Promotion (High School students and younger)

Please see **‘Deputy Black Belt Instructions’** for more detailed directions concerning each of the above items.

Student Signature: _____



GRANDMASTER H.K. LEE

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BLACK BELT EXAM INFORMATION

1. There is no make-up exam for Black Belts.
2. Black Belt Exams occur every four months.
3. Black Belts are required to do “leadership” (i.e. assist) at one of the subsequent color belt exams. This could include any number of things, from cutting rank stripes to facing a lower ranking student during one-step self-defense or sparring.
4. Upon qualification, you should have been assigned to a color belt exam to fulfill your leadership obligation. If you are unsure of which color belt exam you are supposed to help with, ask the instructor or master who qualified you.
5. If all requirements are fulfilled, Black Belts will graduate (i.e. be presented with their certificate) at the end of the color belt exam with which they help.
6. All participants in the Black Belt Exam **MUST** bring their own sparring equipment.

I have read and understand the following.

Name of Exam Applicant: _____

Signature of Exam Applicant: _____

If Exam Applicant is 18 years old or younger:

Name of Exam Applicant's Parent: _____

Signature of Exam Applicant's Parent: _____



GRANDMASTER H.K. LEE
H.K. LEE ACADEMY OF TAE KWON DO
BLACK BELT EXAM APPLICATION FEE FORM

I am paying for my Black Belt Exam by (circle one):

- Cash
- Check
- Credit Card

(Attach payment to this paper by paperclip here)

Buyer's Printed Name: _____

Buyer's Signature: _____

Date: _____

Black Belt Pledge

Name _____ *Age* _____

This Exam for Rank of _____ *Dan/Poom.*

- 1. I humbly accept today's high honor and I swear to bring only honor to the Grandmaster H.K. Lee Academy of TaeKwonDo. With my best and most sincere efforts, I will continue to practice TaeKwonDo until mentally, physically and philosophically its principles become my second nature.*
- 2. I will promise to attend the required Black Belt classes in order to improve myself and understand more of the details of TaeKwonDo.*
- 3. I will promise to attend the majority of academy functions to show my loyalty to the Grandmaster H.K. Lee Academy of TaeKwonDo and work as a team with other Black Belt members.*

With Honor and Respect for the Art of TaeKwonDo

Signature

Date



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

APPLICATION FOR BLACK BELT REGISTRATION

Name: _____ Birthday: _____ Age: _____ Gender: M F
Address: _____ City: _____ State: _____ Zip: _____
Home Phone: _____ Cell Phone: _____ Work Phone: _____
Email: _____

I, the undersigned, would like to humbly request to register to become an H.K. Lee Academy of TaeKwonDo Black Belt team member. I will do my best at whatever is asked of me. I will push my body and soul to the utmost limits. I will strive with all the strength of my heart to achieve the performance level of the TaeKwonDo black belt in the H.K. Lee Academy of TaeKwonDo. Please accept my request to be registered for this high honor.

- 1) I understand all high Red Belts must register with this form and a non-refundable one time only black belt registration fee of \$5.00 when applying for the deputy black belt exam. This registration will become in effect once my deputy black belt certificate and belt have been received. (If I have transferred from another Martial Art school, club, academy, etc., I must register with this form before registering for my approval exam.)
- 2) I understand only the H.K. Lee Academy of TaeKwonDo REGISTERD BLACK BELTS that are recommended by Grandmaster H.K. Lee, the head instructor, or Black Belt Council are eligible to attend the special black belt class according to the branch registered), open an academy, take an exam for higher ranks, and/or receive REFEREE, INSTURCTOR, EXAMINER certification by the H.K. Lee Academy of TaeKwonDo.
- 3) I understand that I must attend at least one (1) black belt/leadership training class and one (1) assigned leadership training class per week. This is for the purpose of expressing one's knowledge, improving communication skills, leadership ability, etc. The assignment will be made by the head of leadership trainees, instructor, or the Black Belt Council with the final approval by Grandmaster H.K. Lee.
- 4) I understand I must attend all special events (i.e. special training, seminars, championships, exhibitions, exams, etc.) conducted by the H.K. Lee Academy of TaeKwonDo Headquarters or Branch Academies under the supervision of H.K. Lee Academy of TaeKwonDo Headquarters or Grandmaster H.K. Lee, unless an emergency with written notice before the event but not later than 5 days after; or if specific notification is received from the H.K. Lee Academy of TaeKwonDo Headquarters that I am not to attend. If I miss a seminar or special training, I must take the time and effort to study all the knowledge and material that I missed to uphold the standards and responsibilities of my rank.
- 5) I agree to abide by all of the rules and regulations presently in force or in the future prescribed by the E.T.F. Furthermore, I promise to conduct my personal affairs in a virtuous manner. Especially, I promise never to open an academy or use the name or logo of E.T.F. without official written permission from the E.T.F. President, Grandmaster H.K. Lee. Also, after I open an academy, I agree that all teaching of TaeKwonDo or any martial art must follow all H.K. Lee Academy of TaeKwonDo rules and regulations in order to bring honor and always show loyalty and dedication to myself, my Instructor, Grandmaster H.K. Lee, TaeKwonDo and the H.K. Lee Academy of TaeKwonDo under all circumstances.
- 6) Grandmaster H.K. Lee, as President of the H.K. Lee Academy of TaeKwonDo retains the right to dismiss the above named for cause as defined by any of the following: (A) ABSENCE WITHOUT NOTIFICATION (B) DISHONESTY (C) DRUNKENNESS (D) USE OF DRUG OR MEDICATION ILLEGALLY (E) VIOLATION OF ANY RULES OR REGULATIONS OF H.K. Lee Academy of TaeKwonDo.
- 7) I understand that only black belts in leadership training are eligible for half or full scholarships depending on one's loyalty and dedication. For more information see the Leadership Trainee/Instructor application form and questionnaire.
- 8) I irrevocably authorize Grandmaster H.K. Lee Academy of TaeKwonDo, it's successors and those acting under it's authority, to copy, use, publish for art, advertising, trade, or any other lawful purpose whatsoever, photographic portraits, pictures or videotapes of me, in which I may be included in whole or in part. In consideration for the training obtained, I agree that I will not during the continuance of my contract, and for a period of ten (10) years following the termination of my association with the Grandmaster H.K. Lee Academy of TaeKwonDo, Academy or Club, engage in teaching TaeKwonDo or offering similar training or instruction within a 45 mile radius of any Academy operated by Grandmaster H.K. Lee Academy of TaeKwonDo without the express written authorization of the same.

STUDENT SIGNATURE: _____ EFFECTIVE DATE: _____

PARENT OR GUARDIAN SIGNATURE: _____

RECOMMENDING MASTER / INSTRUCTOR: _____ ID#: _____

ADDRESS: _____ PHONE: _____

SIGNATURE: _____ DATE: _____



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

LEADERSHIP TRAINEE QUESTIONNAIRE

NAME: _____ BELT RANK: _____ AGE: _____

ADDRESS: _____

PHONE: _____ CELL: _____ EMAIL: _____

RECOMMENDED BY: _____ RANK: _____

BRANCH LOCATION: _____ PHONE: _____

***** PLEASE READ QUESTIONS CAREFULLY. ANSWER PROPERLY & TRUTHFULLY. PRINT CLEARLY *****

1. Are you interested in increasing you leadership ability, becoming a leader within the E.T.F. and acquiring skills that can be used in our Academy, community, at home and at your job or school?
2. What do you believe are the most important qualifications of a leader?
3. What do you believe are the duties of a leadership trainee?

4. LEADERSHIP CULTIVATION: TOPICS AND QUESTIONS

*“A good leader never says one thing and then does another.
A good leader takes full responsibility for all actions and follows his word 24 hours a day.”*

A. ATTENDANCE

Leaders must take their commitment seriously. To demonstrate your leadership you must be responsible for your class. You must have true determination to reach your goals and overcome all obstacles to be present at your class (i.e. illness, family, transportation, school, job, etc.) Being responsible for one's commitment is one trait of a true leader. As a Leadership Trainee you must show your loyalty, dedication and sincerity to your class.

In case of an emergency, you must call another leadership trainee to cover your class and then notify the academy of the change. Because this is an imposition to others and an inconvenience to the students, this should be done only on an emergency basis. You must be responsible for making these arrangements yourself.

(Red to Deputy Black Belts = 1 class per week, 1st Dan and higher = 2 classes per week)

- 1) Can you accept and carry out this responsibility? _____
- 2) If yes, then how many classes per week can you devote yourself to leadership training? _____

B. ACCOUNTABILITY

There are two types of leadership, direct and indirect. Direct leadership is found in the military, where orders are given and carried out. Indirect leadership is where the leader sets a good example for others to follow through their respect of the leader. The martial artist utilizes both kinds of leadership.

The object of a good leader is to live the life we are given to its fullest in the right way and to help others to do the same. Each leadership trainee must be a role model in and out of the Dojang. If necessary, stop misbehavior as soon as it happens with dignity and remind them to do things that are good for them. Whenever SaBooNim, another Master or the head instructor walks by any student, then that student should stop whatever he or she is doing, show his/her respect and bow. Some beginners may feel uncomfortable about bowing at first. Explain and teach them what the bow is and why we bow.

High belts should show their dignity and give their love and care to the lower ranking students as well as set good examples for them to follow. This is very important because they see and copy high ranking students actions and words.

- 1) Can you be this type of role model and set this type of example. Will you devote yourself 24 hours per day to this type of leadership? Also can you follow the etiquette described above and will you help the lower belts to learn TaeKwonDo etiquette? _____
- 2) If not, then why? _____

C. RELIABILITY

As a leadership trainee you must be involved in all aspects of our Academy. Whenever there is a promotion exam, graduation ceremony, Exhibition, Internal Championship, party, or any Academy function, it is necessary for you to attend and assume the responsibility for the planning, execution and clean-up. Leadership trainees must set an example for all students by helping maintain and improve the Academy.

“If all the Leadership trainees and high belts become one working unit, we can continuously make out Academy stronger internally. Not only would it be a good example for the lower belts, but work would get done more efficiently because we are working as a team”

- 1) Can you enthusiastically accept this type of responsibility and think of “what needs to be done” and then actively take the responsibility to do it? _____
- 2) If yes, then how many hours per week can you devote to these Academy matters? _____
How? _____
- 3) If not, then why? _____

D. SELF-IMPROVEMENT

A good leader always has a positive attitude and seeks to constantly improve his or her performance. A good leader is open to new ideas, never waits for things to happen but makes things happen, and searches for ways to improve teaching and leadership techniques. Therefore, you must seek to improve your wisdom, moral character, health, power and skills.

- 1) Are you willing to adopt these policies? Will you be determined to develop good habits and overcome your weaknesses, and not be passive but actively seek improvement in yourself and others? _____
- 2) If not, then why? _____

E. TRAINING

All leadership trainees must keep up a heavy schedule of training mentally, physically, morally and philosophically both in the Academy and at home. You will be required to attend a special Leadership Trainee class according to the Academy’s class schedule. You will be excused only for emergencies and you must contact the Academy of your circumstances. You will have to make up absences from this class by checking with a fellow Leadership Trainee to find out what was done and then train on your own time following the same program.

- 1) Can you make a commitment to continue your own training while at the same time teaching and attending extra leadership classes? _____
- 2) If yes, then how many hours per week can you devote to your personal training? _____
- 3) If not, then why? _____

5. Classification of Leadership Trainee Courses

In order to improve the quality of instruction in the martial arts, it is necessary to provide some framework within which all instructors work. Thus, all instructors must work towards a common goal and to the best of their abilities to reflect the high standards of their Academy.

In order to help all potential leaders reach their goals, and to provide well qualified instructors to the community who can carry on the traditions of the martial arts, our Academy will accept a limited number of trainees in the following courses:

Please read the course descriptions and check the course which you are most interested in.

_____ **EDUCATIONAL**

_____ **ASSOCIATE**

_____ **PROFESSIONAL**

- A. EDUCATIONAL** –Open to all ages with red belt or higher rank. The course will cover the following:
Planning and organizing a class, assisting classes by the class’s head instructors order – delegating authority – maintaining control, preparing, organizing, and commanding an exam, setting up and carrying out exhibitions, championships, and all other Academy functions.
- B. ASSOCIATE** – Open to all students 16 years and older with red belt or higher rank. It is designed for those who wish to become paid certified instructors if the job position is available but who do not have plans to open their own school. Only 2nd Dan and above can become paid certified instructors, but lower belts may attend the course and become assistants until such time they earn their 2nd Dan. The course will require the following:
- 1) All educational course
 - 2) 200 hours of instruction internship
 - 3) Instruction in academy management techniques
 - 4) Every week one full day (8 hours) training/ study sessions for at least one year.
 - 5) Attending Special instructor seminars (1 week, 24 hours a day) and passing the exams given
- C. PROFESSIONAL** - This course is designed for those who would like to make TaeKwonDo their vocation as well as their avocation. Completion of the course will allow you to apply for permission to open your own branch of the H.K. Lee Academy of TaeKwonDo under the direction of SaBooNim, Grandmaster H.K. Lee
- 1) Green belt and higher
 - 2) 18+ years old
 - 3) Includes Educational and Associate course
 - 4) Additional professional internship course
 - 5) Advanced techniques in management
 - 6) Internship as manager and program director fully responsible for running Academy
 - 7) Design for opening own Academy including preparing and carrying out area of study, real estate management, advertising and marketing techniques, etc.

***Upon completion of this course and at the discretion of SaBooNim, Grandmaster H.K. Lee, qualified students who desire to open their own Academy branch (es) will be given the opportunity to do so. Those who do not wish to take advantage of this opportunity may of course remain as paid instructors (if a job position is available).**

I HEREBY CERTIFY THAT ALL THE QUESTIONS WERE ANSWERED TRUTHFULLY AND COMPLETELY TO THE BEST OF MY ABILITY.

SIGNATURE _____ DATE _____



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

APPLICATION FOR LEADERSHIP TRAINING/INSTRUCTOR COURSE

Name: _____ Birthday: _____ Age: ____ Gender: M F
Address: _____ City: _____ State: ____ Zip: _____
Home Phone: _____ Cell Phone: _____ Work Phone: _____
Email: _____
Occupation: _____ Education: _____
Rank: _____ Branch / Location: _____

- I CHOOSE: A) EDUCATIONAL COURSE
B) ASSOCIATE COURSE
C) PROFESSIONAL COURSE

I, the undersigned, hereby make an application for the H.K. Lee Academy of TaeKwonDo Leadership Trainee / Instructor course. I have completely filled out and answered the Leadership Trainee Questionnaire and I understand that I must fulfill all the responsibilities and duties explained and answered by me in the Questionnaire. I have read and understand all of the rules and regulations of the Academy.

Furthermore, I understand that all First Dan and above Black Belt Leadership Trainees, after one year of Leadership Training, become eligible for half or full scholarships depending on one's loyalty and dedication. If I start as a red belt I will be eligible for scholarship as soon as I become First Dan Black Belt depending on my loyalty and dedication to my Dojang. I understand that I must be responsible to fully take part in all Leadership Training and Dojang activities unless I am given specific notification from H.K. Lee Academy of TaeKwonDo Headquarters that I am not to attend. I understand that there is a special leadership training class held three times weekly, and that I must attend at least one of these classes each week.

I am excused only for emergencies and if an emergency arises, I must call the Head Of Leadership Trainees (The highest ranking Leadership Trainee who can accept the responsibility of being Head Trainee appointed by each Academy's head Instructor) at the Academy and receive permission to miss class. If I do miss a class the following week I must meet with a Leadership Trainee who did attend the class and practice what I missed. In one year I am allowed to miss, with permission, only 12 special leadership training classes. If I miss 12 or more classes I will be dismissed from the leadership trainee program and/or whenever I don't uphold my responsibilities and duties I will lose my scholarship. If I should lose my scholarship I will continue to uphold and follow all my Academy's regulations and rules to bring only honor to my Academy.

SIGNATURE _____ DATE: _____

(If Minor, Guardian's Signature)

RESULTS: _____

APPROVED BY: _____ DATE: _____

FINAL APPROVAL BY: _____ DATE: _____

(Must be approved by Head Instructor or Master)

(Head Master H.K. Lee)



GRANDMASTER H.K. LEE
H.K. LEE ACADEMY OF TAE KWON DO
BLACK BELT ESSAY INFORMATION

INSTRUCTIONS:

Neatly write or type an essay from one of the following topics:

1. What were your goals when you started TaeKwonDo? Have you met your original goals - How? Have they changed - Why?
2. What are your long term goals in your study of TaeKwonDo and how do you plan to met them?
3. What benefits have you received from taking TaeKwonDo?
4. Why are you taking TaeKwonDo? Why are you still Practicing?
5. How do you explain your serious respect for SaBooNim? How will you demonstrate your respect for your Masters and Instructors? For example: Mentally, Physically, Philosophically, Morally and/or Financially.
6. What do you believe is your responsibility to TaeKwonDo? What do you believe is your responsibility to your TaeKwonDo Dojang?
7. You may choose to have your own Essay Topic but you must have the approval of SaBooNim or a Master.

Your Essay should state the topic you have chosen, be well structured and easily understood. Your Essay should be of sufficient length to show that serious thought was given to the topic and should include a summary. Children are expected to do grade equivalent work. Don't forget to put your name on the Essay.

When your Essay is complete, please submit it with your other Exam forms due on the day of the Exam.



GRANDMASTER H.K. LEE

H.K. LEE ACADEMY OF TAE KWON DO

EGG JOURNAL

Materials:

- Raw Egg
- Journal
- Writing utensil
- Egg carrier (of your design)

Purpose:

To learn and demonstrate responsibility and discipline, by caring for the egg as if it were a young child. (No, unfortunately for parents it does not count that you have already raised a child/children successfully.)

Process:

- Bring in a raw chicken egg (white or brown are ok).
- Have your master sign it.
- Care for your egg throughout the week:
 - Typically people name their eggs as if it were a child.
 - Typically people draw a face on their egg to personalize it. (Do not compromise the signature.)
 - Typically people design and construct an egg carrier to transport their egg safely. If you construct an egg carrier, understand that the egg must be able to 'breathe' as if it were a child, so the egg should not be covered.
 - You may not leave your egg unattended, even for a short while. If you cannot attend to your egg, find someone who can. If you have another person attend to your egg you must compensate them by some means (money, chores, etc.) for the time they attended your egg.
- Keep a journal of your egg during the week
 - Have fun with it (consider pictures, drawings, etc. with your Egg Journal)
 - Be consistent. Write at least once a day if not more.
 - Consider writing about how others respond to you carrying an egg around, problems with carrying the egg around, times you had to get another person to look after it.
 - You may wish to add a humorous side to your Egg Journal (like recording the number of times your egg beat you at chess).

At The End Of 7 Days

- When the egg is complete, bring your Egg and Egg Journal (be sure to sign your Egg Journal) to your master to let them inspect your care of your egg and approve your completion of the assignment.
- You no longer need to stringently care for your egg, but do bring your egg with you to the exam.
- Your rank will be earned when you successfully complete the Exam, care for a Master-signed unbroken egg for at least 7 consecutive days, and complete your Egg Journal.
- After your Exam is successfully complete, you may do with your egg as you wish, but the Egg Journal will be kept for our records.

Should Your Egg Break!

- Don't be too upset. Many student's eggs break even when they have been very careful.
- It doesn't matter how it broke, your fault or someone else's fault. You must start over.
- It doesn't matter when it broke, five seconds from start or five seconds before end. You must start over.
- Bring a new egg for the Master to sign and start the week over (just continue your journal).
- Your rank will be earned when you successfully complete the Exam, have a Master-signed unbroken egg for at least 7 consecutive days and a complete Egg Journal.



GRANDMASTER H.K. LEE
H.K. LEE ACADEMY OF TAE KWON DO

465 Herndon Parkway, Herndon, VA 20170
(703) 437-5111 ● www.HKLeeTKD.com

NOTICE OF INTENT TO TEST FOR RANK PROMOTION

Dear Parents and Teachers:

The below named student is a candidate for promotion to the next rank in TaeKwonDo at the next scheduled exam held at Grandmaster H.K. Lee Academy of TaeKwonDo. Please fill out and sign the bottom portion of this letter and return it to us as soon as possible.

The main objective at Grandmaster H.K. Lee Academy of TaeKwonDo is to develop well-rounded students, not only here at the Academy but in society as well. If our students do not meet any of these qualifications either at home, school or here at Grandmaster H.K. Lee Academy of TaeKwonDo, we will hold the student's rank certification until there has been satisfactory improvement.

Thank you for your cooperation,

Sincerely,

Student Progress Report

Student Name: _____ Present TKD Rank: _____

Age: _____ School Grade: _____ Name of Academic School: _____

- | | | | |
|---------------------------------|-----------------------------|------|-------|
| 1. In my opinion, this student: | Exhibits good effort | True | False |
| | Is doing satisfactory work | True | False |
| | Is receiving passing grades | True | False |
| | Is respectful in school | True | False |

Teacher/Guidance Counselor Signature: _____

2. My child has been behaving, cooperating and showing respect at home True False

Parent / Guardian of child: _____