

## **Eligibility for Promotion to 2<sup>nd</sup> Dan and above, within USHF**

**Approval of Board of Examiners** – All candidates must be approved by a vote of the Board of Examiners. The BoE will base their decision on the criteria listed below.

**Time in Rank** – The candidate must have been promoted to their current rank a number of years ago equal to or more than the rank desired (e.g. to be promoted to 4<sup>th</sup> dan, the candidate must have been a 3<sup>rd</sup> dan for at least 4 years)

**Promotion Portfolio** – Candidates must submit a portfolio detailing their personal growth, training, teaching, service, and outreach accomplishments since their last promotion. To make this process more objective, points are assigned for various activities (outlined below). To be promoted, a candidate must accumulate a number of points equal to their current rank x 4.

Current Rank	Points Needed for Promotion	Desired Rank
1	4	2
2	8	3
3	12	4
4	16	5
5	20	6
6	24	7

Below are some examples of activities that count towards promotion. If there are other activities you believe should count in your favor, feel free to contact the USHF Board of Examiners (ushfboardofexaminers@gmail.com).

Promotion Portfolios must be submitted to the Board of Examiners at least thirty (30) days before the annual Spring or Fall seminar so that members can evaluate the materials and ask questions before voting at the seminar.

Personal Growth in the Arts			
Activity	Point Value	Maximum Points Claimable	Evidence Needed
Active Student at a USHF School	1 point/year	Current Dan rank	Head instructor vouches to BoE
USHF Seminar Participation	1 point/seminar	Current Dan rank	Certificate of attendance, photos, etc.
Written Paper submitted and reviewed by BoE	1 point/paper	Current Dan rank	BoE confirms that it has been reviewed and deemed acceptable
Seminar in other Art	1 point/seminar	Current Dan rank	Certificate of attendance, photos, etc.
Physical Hapkido Test	1 point	1	Head instructor vouches to BoE

## Service and Outreach in the Arts

Activity	Point Value	Maximum Points Claimable	Evidence Needed
BoG/BoEx Officer Position	1 point/year served	No maximum	BoG/BoE minutes of election
Committee Lead for a BoG/BoE Committee	1 point/year served	No maximum	BoG/BoE minutes of nomination
Teach USHF techniques/curriculum at a non USHF school (includes Self-Defense seminars)	1 point/ seminar	Current Dan rank	Head instructor of host school/promoter certifies the event, photos of event, promotional materials from event, etc.
Head Instructor at USHF School	1 point/year	Current Dan rank	School roster on file with USHF, assumes school is caught up on dues/paperwork
Organize full day Hapkido Seminar for USHF (not including annual Fall/Spring seminars)	3 points/ seminar	No maximum	Promoter should notify an officer of the BoE in advance of the seminar

## Teaching and Presentation

Activity	Point Value	Maximum Points Claimable	Evidence Needed
Presentation at USHF Seminar	1 point/ presentation	Current Dan rank	Seminar agenda, promotional materials, photos, etc.
Active Hapkido instructor at a USHF School	1 point/year	Current Dan rank	Head of school vouches to BoE
Creation of instructional materials (book, video, etc.) of a relevant topic to USHF (up to two people can claim credit for collaboration)	3 points/book or video		BoE acceptance of said material