

Policy Title:	Club Conversion Training Plan
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Objective:

This policy documents a Club Conversion Training Plan which may be offered to more advanced students (equivalent of high ranking Brown Belts or Black Belts) trained in a traditional Tae Kwon Do or Karate style very similar to Han Moo Kwan. To offer this opportunity to convert, the Club must be willing and able to commit the resources necessary to complete this task. This policy is required by the Association per the Mandate HMKA-M7 entitled “Club Testing and Promotion Requirements” and the Club Policy HMKTKD-P6 entitled “Club Testing and Promotion”.

This document will cover:

- 1) Method of evaluating a student. This describes the entire process and includes any documents used to record the results.
- 2) Process of converting the student over to the Han Moo Kwan Tae Kwon Do style.
- 3) Process for creating an individualized training plan for the student, with clear goals and timelines. This covers the mechanics as well as the history, culture and philosophy of Han Moo Kwan Tae Kwon Do.
- 4) Process for re-evaluating the student, along with the criteria for determining when they have completed their conversion. Part of the criteria will require the student to pass a Green Belt test, with no indication of significant defects in style.

Background:

Art form adaptation is critical for students with prior martial arts experience. The member will often find their previously learned skills translated to the Han Moo Kwan art form. It is usually the details that provide the greatest challenge to members with previous experience.

All new members with prior experience will be expected to adapt to the Han Moo Kwan art form if their desire is to be a member of the Club. In the past, if the previously learned art form differs greatly from the Han Moo Kwan art form, the student will be assigned to the beginning class. In the past, if a new member learned an art form similar to Han Moo Kwan they were most likely placed in the intermediate class and assigned a Black Belt mentor to speed their transition to our style. Experience has shown that a more formal process needs to be in place to convert a student to the Han Moo Kwan style and just placing them in the Intermediate Class with a Black Belt mentor has not proven successful most of the time.

Therefore this policy will document the process to ensure a more successful transition of students with prior experience if the Club can commit the resources necessary to complete this task

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Policy:

Method of initially evaluating the student

1. Before signing up for a class the new student must first watch one of the Club's Intermediate Classes from start to finish to get a sense of the format, style, and formalities of the Club.
2. Prior to working out, the new student must have a discussion with the Chief Instructor and Club President regarding their past experience and their interest in the Han Moo Kwan Club. From this discussion, the Chief Instructor and Club President must get the sense the student is willing and open to adapting to the Han Moo Kwan art form style. During this discussion, the new student must be able to commit to at least 75% of the formal class sessions over a six (6) month period. If not, the resources being expended for one student is not a good use of the Club's limited resources.
3. Prior to working out, and before the Initial Evaluation Test, the new student must fill out the proper club documentation (waiver, PAR-Q and Agreement of Participation).
4. Prior to being assigned a class and starting to work out with the Club, the new student will take an Initial Evaluation Test which will include the basics, some of their forms, self-defense and light sparring with the Chief Instructor and a Senior Black Belt observing using the First Blue Belt Test Form. Test notes should focus on the mechanics: stances and technique and the power and intensity.
5. Prior to working out and after the test, the Chief Instructor and Club President will have a discussion with the new student to discuss whether the Beginner's Class or focused training during Intermediates Class is the best option. If the student's skill set even with focused training, does not appear to be able to meet the standard of Blue Belt in the Club, then it will be recommended they start in the Beginner's Class. The rationale is that the conversion process is supposed to allow a student with prior experience to accelerate their training, and therefore if it is assessed they can not meet the standard of a Blue Belt within 5-6 months, then acceleration is not an option at the beginning. This does not mean in any way the student can not accelerate their training during the first six (6) months.

Conversion Process

If the Conversion process is the option, the student will always perform the basics with the Intermediates class first. On Monday nights, the student will take part in the on-line class as part of the group. On Thursday nights, the student will be assigned a Senior Instructor as their coach for focused training.

The Thursday night with a Senior Instructor will allow one-on-one training and allow the student to get the attention and focus required for them to convert their style to Han Moo Kwan and learn any additional techniques and forms required. These nights will focus on the individualized training plan and the objectives the student needs to achieve within the timeline.

The Club must assess based on the test notes whether the club has the resources and the student can meet the objectives to test within 5-6 months.

The new student must own or purchase a dobok that meets the style guidelines of the Han Moo Kwan Club as documented in HMKTKD-P8, “Club Uniform Policy”.

During the conversion process, the new student shall wear a purple belt. The color, purple, is used for individuals who are coming into the Club with prior experience in a similar art form. This belt designates that they are experienced, have yet to be ranked, and may be performing techniques different from the Han Moo Kwan standard. The purple belt color is not recognized by the Association, but is part of the plan required by the Association Mandate HMKA-M7 “Club Testing and Promotion Requirements” to designate the initial ranking and belt levels of an experienced individual

Individualized Training Plan

The individualized training plan will be largely based on the notes taken during the Initial Evaluation Test. In general, the training plan will be created such that the student can demonstrate the following before their Evaluation Test.

1. Solid Basics Stances – Ready/ Finish Stance, Attention Stance, Cat Stance, Attack Stance, Natural Stance, Horse Stance, Closed Stance, Fighting (Sparring) Cat Stance
2. Solid mechanics in all 17 Basic Techniques
3. Solid Stance transitions
4. Kibon Hyung through Kibon Four
5. Pyung Ahn One through Pyung Ahn Three
6. Strong Kiyups
7. Self-Defense Techniques using strategies and tactics that are aligned with the Han Moo Kwan style with solid stances and force
8. Demonstrate understanding of Club protocols and etiquette
9. Additional Techniques
 - a. Blocks
 - Augmented Medium Block
 - Cross Block (medium prep position)
 - Rising Block
 - b. Strikes
 - Extended Spear Hand
 - Straight Punch
 - Hammer Fist
 - Backhand
 - Hook Punch
 - Shoulder Strike
 - c. Kicks
 - Rear Leg Front Kick

- Stamping Side Kick

10. Basic Sparring: Good Movement, solid form, solid stances, force, control, solid exchange techniques, consistently safe cat stance
11. Basic takedown techniques
12. Demonstrate consistent force throughout techniques, inclusive of preps
13. Moves from the hips through the techniques consistently; resulting in mostly grounded throughout techniques; grounded at least at start and end of techniques
14. Focused with positive intent/ outcome resulting in a strong mind-body-connection

For students converting from another style, it is also important the students understand the Han Moo Kwan philosophy, principles, strategies, and tactics. In order to ensure this knowledge is transferred, the students are expected to complete the following before the Evaluation Test, IF the Chief Instructor believes the student is proficient to be promoted to a Black Belt within the Club.:

- 1) Demonstrate knowledge of the history of Han Moo Kwan prior to the Evaluation Test.
 - Review the current history information posted on the website
 - Review additional material provided to them on the history of Han Moo Kwan
 - Let the Chief Instructor know when they are ready to be “tested” on their knowledge
 - Complete a take-home written test and complete an oral discussion with the Chief Instructor on the history of Han Moo Kwan (written test should be provided back to Chief Instructor in an electronic format)
- 2) Demonstration of knowledge of the art form and the information presented in the video archive (training videos) prior to the Evaluation Test.
 - Review the two Han Moo Kwan Tae Kwon Do archive videos
 - Let the Chief Instructor know when they are ready to be “tested” on their knowledge
 - Complete a take-home written test and complete an oral discussion with the Chief Instructor on the videos (written test should be provided back to the Chief Instructor in an electronic format)

Evaluation Test

If at any time during the conversion process the Chief Instructor or assigned Senior Instructor does not feel the student can complete the conversion process within 5-6 months, the student will be asked to join the Beginner’s Class for the remainder of the session or start as a Beginner in the next session and test with the White Belts. If this is the case, a discussion will be held with the student and the Chief Instructor will document the circumstances that have resulted in this decision.

If during the conversion process the new student falls below 50% attendance, the student will be asked to join the Beginner’s Class for the reminder of the session or start as a Beginner in the

next and test with the White Belts. If this is the case, a discussion will be held with the students and the Chief Instructor will document the circumstances that have resulted in this decision.

The Evaluation Test must be conducted within six (6) months of the initial assessment of the new student. The Evaluation Test will use the First Blue Belt Test Form and be conducted by the Chief Instructor and a Senior Black Belt in accordance with Policy HMKTKD-P6 Testing and Promotion. The test will be completed as if it was the test taken during the normal cycle and may well be on the test night with the other Intermediate students. The student will be ranked based on the performance over the conversion process and their demonstration during the Evaluation Test.

Verification:

The Club President and Chief Instructor are responsible for ensuring the Club is following this policy. The Club President is responsible for ensuring this policy is maintained and available for the Board Of Directors to review and for demonstrating the club is following the policy.

Enforcement:

If the Club fails to follow the testing and promotion mandate set forth by the Board Of Directors, it may lose its status as a club in good standing. This may lead to revoking the Club's right to test and promote.