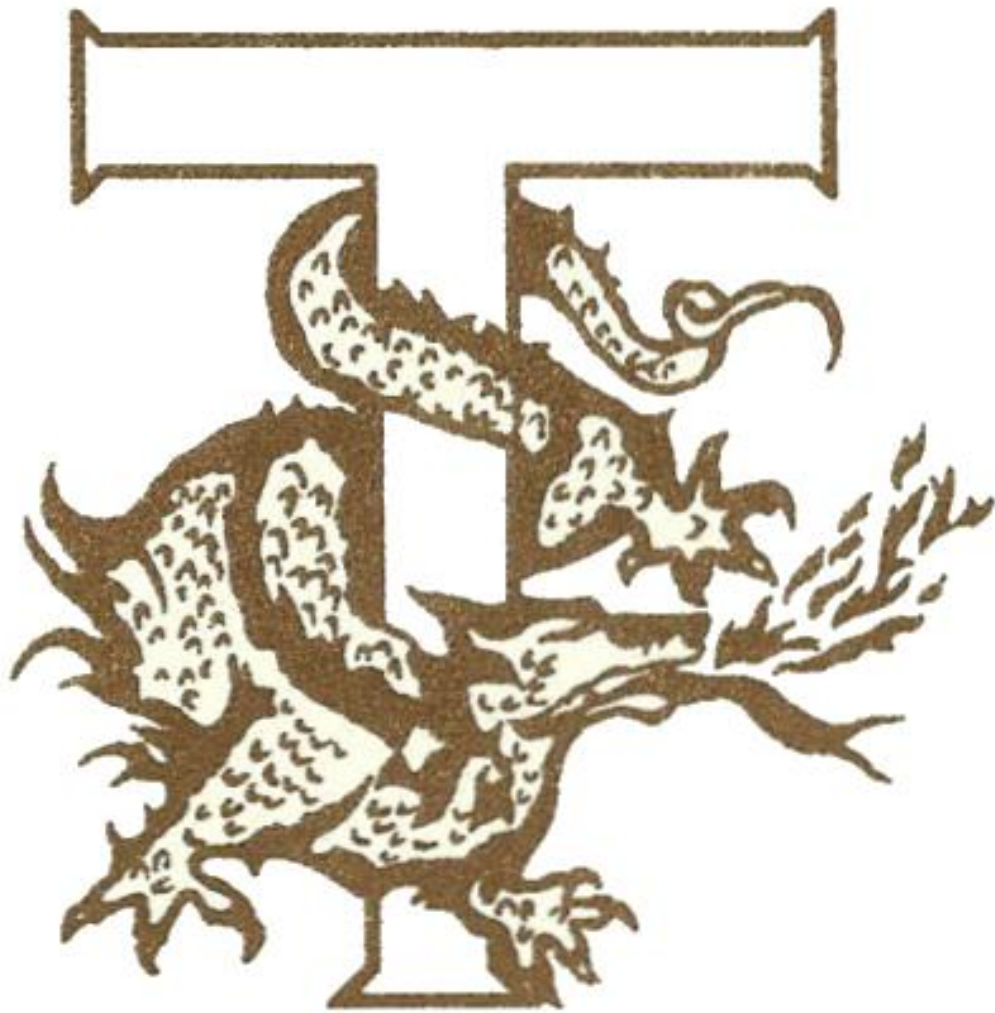


# MILAN KENPO KARATE



## STUDENT PROGRESSION MANUAL

# Progression Handbook

This book is provided to students at Milan Kenpo Karate as an aid and reference manual. Feel free to write in this book, make notes, and add any materials that you find helpful. This manual is for you to use as a learning tool.

All materials included are copyright to Tracy International and Milan Kenpo Karate. These materials may not be reproduced without written consent.



## Student Information

Fill out the questions below. Read over them occasionally as you progress to remind yourself of why you train. See if your mindset or motivations change. Remember, this book is for YOU! Use it to your advancement and improvement as a person and a martial artist.

NAME:	START DATE:
WHY I BEGAN TRAINING AT MILAN KENPO KARATE	
WHAT DO I EXPECT OUT OF MY TRAINING	
WHAT ARE MY 6, 12, AND 24 MONTH GOALS?	

## Technique Summary

Below is a summary of basic techniques broken down by student level. Note that this is not a complete list of all the techniques in the Tracy Kenpo System.

### Beginner

<b>Blocks</b>	<b>Strikes</b>	<b>Kicks</b>
Upward Downward Inward Outward Outward Extended	Reverse Punch Forward Punch Shuto (Knife Edge Chop) Finger Tip Strike Hammer Fist Elbow Strike (Cradled)	Front Snap Kick Side Snap Kick Back Snap Kick Stepping Back Kick Low Roundhouse/Wheel Kick Knee Strike

### Intermediate

<b>Blocks</b>	<b>Strikes</b>	<b>Kicks</b>
Inward Parry Smother Block Inward Low Block X Block Windmill Block	Eagle's Beak Palm Thrust Tiger's Jaw Half Fist Back Fist Back Hand Ridge Hand	Front Thrust Kick Side Thrust Kick Stepping Side Kick High Wheel Kick Turning Back Kick Thrusting Back Kick Jumping Front Kick

### Advanced

<b>Blocks</b>	<b>Strikes</b>	<b>Kicks</b>
Brush Block Reverse Windmill Block	Ox Jaw Thumb Knuckle Single Digit Pokes	Crescent Spinning Back Crescent Butterfly Kick Heel Hook Spinning Heel Hook

# Progress Tracker

<b>Belt: <i>Yellow</i></b>	Date
Stripe #1:	
Promoted to Yellow:	

<b>Belt: <i>Orange</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to Orange:	

<b>Belt: <i>Purple</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to Purple:	

<b>Belt: <i>Blue</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to Blue:	

<b>Belt: <i>Green</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to Green:	

<b>Belt: <i>3<sup>rd</sup> Brown</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to 3 <sup>rd</sup> Brown:	

<b>Belt: <i>2<sup>nd</sup> Brown</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to 2 <sup>nd</sup> Brown:	

<b>Belt: <i>1<sup>st</sup> Brown</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to 1 <sup>st</sup> Brown:	

<b>Belt: <i>1<sup>st</sup> Black</i></b>	Date
Stripe #1:	
Stripe #2:	
Stripe #3:	
Promoted to 1 <sup>st</sup> Black:	

# Belt Requirements

## YELLOW BELT (Hachikyu) (Page 1 of 1)

No Kata is Required for Yellow Belt

### Self-Defense Moves

JAPANESE SWORD (AB)
CHINESE SWORD (AB)
DELAYED SWORD (AB)
KNEE OF VENGEANCE
FANG OF THE COBRA
TWISTING TALON (AB)
RETURNING DRAGON
BREAKING THE SWORD
KENPO SHIELD
EVASION

# Belt Requirements *(youth requirements in italics)*

## ORANGE BELT (Shichikyu)

(Page 1 of 3)

Kata Required: Kenpo Short #1

### Self-Defense Moves

<i>ATTACKING THE CIRCLE</i>
SUMO
<i>JAPANESE STRANGLE HOLD(ABCD E)</i>
BLOCKING THE KICK (ABC DE)
<i>HEADLOCK (ABC)</i>
TWISTING TALON (AB)
CRASH OF THE EAGLE PART (ABCDE)
GRASPING TALON (AB)
<i>TACKLE TECHNIQUES (ABCDE)</i>
<i>DANCER (ABCD)</i>

# Belt Requirements

## ORANGE BELT (Shichikyu) (Page 2 of 3)

Kata Required: Kenpo Short #1

### Self-Defense Moves

<i>OPPONENT AT SIDES (ABCD)</i>
PASSING THE HORIZON (AB)
KIMONO GRAB
LEVER (ABC)
HEADLOCK (ABC)
<i>CRASHING ELBOW (AB)</i>
<i>HEEL HOOK</i>
BRIDGE (AB)
EAGLE'S BEAK (ABC)
<i>FRONT BEARHUG (ABCD)</i>



# Belt Requirements

ORANGE BELT (Shichikyu)

(Page 3 of 3)

Kata Required: *Kenpo Short #1*

## Self-Defense Moves

SIMITAR
BREAKING THE CROSS
<i>AIMING THE SPEAR</i>
RAISING THE STAFF
LOWERING THE GATE (AB)
REVERSE HAMMER LOCK (AB)
KNEE LIFT
<i>CRANE LEAP</i>
<i>DRIVING ELBOWS (AB)</i>
CROSSING GUARD (AB)

# Belt Requirements

PURPLE BELT (Rokkyu)

(Page 1 of 3)

Kata Required: Kenpo Long #1, *Kenpo Short #2*

## Self-Defense Moves

<i>STRIKING MACE</i>
<i>CROSSING TALON (ABC)</i>
<i>CIRCLING ELBOWS</i>
<i>LOCKING ARM (AB)</i>
<i>WINDMILL GUARD (AB)</i>
<i>SPIRALING WRIST (AB)</i>
<i>CRASH OF THE EAGLE PART II (ABC DEFG H I)</i>
<i>ENCIRCLING ARMS (ABCD)</i>
<i>RISING ELBOW</i>
<i>GUARDING THE WALL</i>

# Belt Requirements

PURPLE BELT (Rokkyu)

(Page 2 of 3)

Kata Required: Kenpo Long #1, *Kenpo Short #2*

## Self-Defense Moves

EAGLE PIN
STRIKING FANG (AB)
<i>SHACKLE BREAK (ABC)</i>
DRAWBRIDGE (AB)
<i>FULL NELSON</i>
<i>KUNG FU CROSS</i>
DIVIDED SWORDS (AB)
GIFT
OPENING COWL (AB)
SLICING DRAGON

# Belt Requirements

## PURPLE BELT (Rokkyu) (Page 3 of 3)

Kata Required: Kenpo Long #1, *Kenpo Short #2*

### Self-Defense Moves

ASCENDING TO HEAVEN (ABC)
RAISING THE SWORD
ARM HOOK (AB)
CROSSING THE SUN (ABC)
<i>ATTACK FROM THE TEMPLE (AB)</i>
<i>BOWING TO BUDDHA (AB) A/K/A KNEELING IN PRAYER (AB)</i>
DART
<i>COVERING TALON</i>
WING BREAK (AB)
"U" PUNCH

# Belt Requirements

BLUE BELT (Gokyu)

(Page 1 of 3)

Kata Required: Kenpo Long #2, *Kenpo Short #3*

## Self-Defense Moves

TURNING THE HANDLE
<i>BRIDGING THE GAP</i>
<i>ADVANCING PHOENIX (AB)</i>
<i>TWO HEADED SERPENT</i>
REVERSING GRASP (AB)
REACHING FOR THE MOON
<i>FLASHING DAGGERS</i>
BENDING THE LIMB
WRAP AROUNDS (ABCD)
CROUCHING FALCON

# Belt Requirements

BLUE BELT (Gokyu)

(Page 2 of 3)

Kata Required: Kenpo Long #2, *Kenpo Short #3*

## Self-Defense Moves

DARTING SERPENT (AB)
<i>SILK WIND</i>
<i>SPREADING THE LEAVES</i>
<i>CROSSING THE LOCK</i>
DARKNESS
SPINNING FROM THE SUN
<i>FOLDING WINGS</i>
<i>WISE</i>
<i>SWINGING GATE</i>
<i>STRETCHING THE BOW</i>

# Belt Requirements

BLUE BELT (Gokyu)

(Page 3 of 3)

Kata Required: Kenpo Long #2, *Kenpo Short #3*

## Self-Defense Moves

<i>ARCING BLADES</i>
<i>CIRCLE OF CHINA</i>
<i>SILENT ESCAPE</i>
<i>RETURNING VIPER</i>
<i>RETURNING THUNDER</i>
<i>THE SERPENT</i>
BROKEN STAFF
CIRCLING SERPENT
CHINESE "L" CHOKE
FIVE SWORDS

# Belt Requirements

## GREEN BELT (Yonkyu)

(Page 1 of 3)

Kata Required: Kenpo Long #3, Book Set (Panther Set); *Mass Attack "A" youth only*

### Self-Defense Moves

SNAPPING THE ROD
TURNING THE KEY (AB)
<i>THE BUTTERFLY (AB)</i>
<i>WHIRLING WARRIOR (ABC)</i>
<i>FLOWING HANDS</i>
<i>WHIRLING BLADES (ABC)</i>
<i>THRUSTING LIMB (ABC)</i>
<i>CROSSING HAMMERS (ABC)</i>
<i>2 MAN SWINGING GATE (AB)</i>
<i>SWEEPING BRANCHES</i>



# Belt Requirements

GREEN BELT (Yonkyu)

(Page 2 of 3)

Kata Required: Kenpo Long #3, Book Set (Panther Set); *Mass Attack "A" youth only*

## Self-Defense Moves

<i>KNEE SWEEP</i>
<i>KUNG FU WRIST</i>
<i>STONE WARRIOR (AB)</i>
<i>PRAYING MANTIS</i>
<i>DRUMS OF MANCHU</i>
<i>SOWING THE SEEDS</i>
<i>FLASHING WINGS</i>
<i>PARTING THE WAVES</i>
<i>WINDING LIMBS (ABC)</i>
<i>BRUSHING WIND</i>

# Belt Requirements

GREEN BELT (Yonkyu)

(Page 3 of 3)

Kata Required: Kenpo Long #3, Book Set (Panther Set); *Mass Attack "A" youth only*

## Self-Defense Moves

<i>THUNDERING HAMMERS</i>
CHECKING THE TIDE
CROSSING THE MOUNTAIN
<i>WHIRLING LEAVES (ABC)</i>
SWEEPING WINGS
KNEELING TIGER
THE LOTUS
<i>ATTACKING THE WALL (AB)</i>
<i>SEVEN SWORDS</i>
REVERSING HAMMERS

# Belt Requirements

3<sup>rd</sup> BROWN BELT (Sankyu)  
(Page 1 of 3)

Kata Required: Kenpo Long #4, *Darkroom Staff*

## Self-Defense Moves

<i>SPINNING HAMMERS</i>
DANCE OF DEATH (AB)
LEAP OF DEATH (ABCD)
<i>MISS OF THE LEAP (ABCD)</i>
EAGLE CLAW
<i>EAGLE MISS</i>
FOOT RAKE
<i>SLEEPER (AB)</i>
STARTLED CAT (AB)
MANCHURIAN TAKEDOWN

# Belt Requirements

3<sup>rd</sup> BROWN BELT (Sankyu)  
(Page 2 of 3)

Kata Required: Kenpo Long #4, *Darkroom Staff*

## Self-Defense Moves

<i>SHAOLIN WARRIOR (ABC)</i>
<i>SPRINGING TIGER (AB)</i>
RAKING THE GROUND
<i>SLICING KNEE</i>
<i>TURNING THE ROD</i>
<i>EAGLE'S TALONS</i>
<i>CROSSING DARTS</i>
<i>BENDING THE STAFF</i>
DROPPING THE STAFF
THE ESCAPE

# Belt Requirements

3<sup>rd</sup> BROWN BELT (Sankyu)

(Page 3 of 3)

Kata Required: Kenpo Long #4, *Darkroom Staff*

## Self-Defense Moves

<i>UNCOVERING THE FLAME</i>
<i>OPENING THE FAN (AB)</i>
<i>DOUBLE BLADES (ABCD)</i>
<i>CLAWING PANTHER</i>
<i>SPEAR OF JADE (ABC)</i>
<i>3 WINDS CLAW (ABCD)</i>
<i>3 WINDS FIST (ABCD)</i>
<i>CHINESE COBRA</i>
<i>THE PHOENIX</i>
<i>RETREATING PHOENIX</i>

# Belt Requirements

## 2<sup>nd</sup> BROWN BELT (Nikyu) (Page 1 of 3)

Kata Required: Tiger & Crane, Skylight Staff (#2 Staff); *Little Tiger (youth only)*

### Self-Defense Moves

<i>HIDDEN FIST (AB)</i>
<i>ROCKER</i>
<i>CIRCLING THE SUN (ABCD)</i>
<i>LEVELING THE CLOUDS</i>
<i>PLUCKING A BIRD FROM THE SKY</i>
<i>SLEEVES OF CHINA</i>
<i>MONKEY ELBOW (AB)</i>
<i>STRIKING ASP (ABC)</i>
<i>SHOOTING STAR</i>
<i>PUSHING THE CIRCLE (ABC)</i>

# Belt Requirements

2<sup>nd</sup> BROWN BELT (Nikyu)

(Page 2 of 3)

Kata Required: Tiger & Crane, Skylight Staff (#2 Staff); *Little Tiger (youth only)*

## Self-Defense Moves

CIRCLES OF GRASS
JAPANESE HANDS
<i>WATERWHEEL (AB)</i>
TUMBLING CLOUDS (ABC)
<i>RISING KICK</i>
<i>CRANE KICK</i>
<i>SWEEPING SERPENT</i>
<i>COVERING THE FLAME (AB)</i>
COBRA AND THE MONGOOSE
<i>CHINESE JUNK</i>

# Belt Requirements

## 2<sup>nd</sup> BROWN BELT (Nikyu) (Page 3 of 3)

Kata Required: Tiger & Crane, Skylight Staff (#2 Staff); *Little Tiger (youth only)*

### Self-Defense Moves

DANCE OF THE MONGOOSE
<i>OFFER OF DUST</i>
MING'S SWORD
CHINESE FAN
<i>LOCKING THE GATE</i>
<i>WATER FALL</i>
<i>PRANCE OF THE TIGER</i>
<i>THE RAKE</i>
<i>3 TONGUES OF THE DRAGON</i>
BLOCKING THE SUN (AB)



# Belt Requirements

1<sup>st</sup> BROWN BELT (Ikkyu)

(Page 1 of 3)

Kata Required: Kenpo Long #5, Mass Attack "A" and "B"; *Black Belt Set "A" (youth only)*

## Self-Defense Moves

<i>LEGIONS OF MING</i>
<i>FISH HOOK</i>
<i>THE SICKLE</i>
<i>THE DAGGER (AB)</i>
<i>MANTIS</i>
<i>WHIRLING MANTIS</i>
<i>STICKS OF SATIN (AB)</i>
<i>DIVING HAWK</i>
<i>ADVANCING HAMMERS</i>
<i>SWEEPING ARM HOOK</i>

# Belt Requirements

## 1<sup>st</sup> BROWN BELT (Ikkyu) (Page 2 of 3)

Kata Required: Kenpo Long #5, Mass Attack "A" and "B"; *Black Belt Set "A" (youth only)*

### Self-Defense Moves

<i>SNAPPING TWIG</i>
<i>BREAKING THE YOKE</i>
<i>PRAYER OF DEATH</i>
<i>RAISING THE SHIELD</i>
<i>CIRCLING THE PAGODA (ABC)</i>
THE THISTLE
<i>PASSING WIND (ABC)</i>
REVERSING WIND
TWISTING STAVES (AB)
<i>GUIDING THE STAFF</i>

# Belt Requirements

## 1<sup>st</sup> BROWN BELT (Ikkyu) (Page 3 of 3)

Kata Required: Kenpo Long #5, Mass Attack "A" and "B"; *Black Belt Set "A" (youth only)*

### Self-Defense Moves

<i>CYCLONE</i>
<i>DOUBLE SPEAR (ABCD)</i>
<i>CROSSING SWORDS</i>
<i>WHIRLING THORN</i>
<i>THE WEDGE (ABC)</i>
<i>SLASHING COUGAR</i>
<i>TWISTING KNEE (ABC)</i>
<i>DOUBLE ASP (ABCD)</i>
<i>ORIENTAL LEVER (AB)</i>
<i>PARTING THE REEDS</i>

# Belt Requirements

1<sup>st</sup> BLACK BELT (Shodan)

(Page 1 of 3)

Kata Required: Kenpo Long #6, Two Person Set (Both Sides) & with Partner; *Black Belt Set "A" (youth only)*

## Self-Defense Moves

*CHINESE PINCERS*

*CROSSING HOOKS*

*TURNING THE FLAME (AB)*

*STOPPING THE STAFF*

*TWISTING VINE*

*BREAKING THE STAVES (AB)*

*HANDS OF JADE*

*SPINNING LOG*

*LEVER OF MING (AB)*

*THE LION (AB)*

# Belt Requirements

1<sup>st</sup> BLACK BELT (Shodan)

(Page 2 of 3)

Kata Required: Kenpo Long #6, Two Person Set (Both Sides) & with Partner; *Black Belt Set "A" (youth only)*

## Self-Defense Moves

DOUBLE LANCE (ABCDE)
COVERING THE MOON
<i>RETURNING FIST (AB)</i>
<i>FALLING BLADES</i>
DANCE OF THE DRAGON
<i>FALLING HAMMERS</i>
<i>CORKSCREW (ABC)</i>
<i>THE WHIP</i>
<i>WINDING ELBOWS (ABCDE)</i>
<i>TWISTING SERPENT</i>

# Belt Requirements

1<sup>st</sup> BLACK BELT (Shodan)

(Page 3 of 3)

Kata Required: Kenpo Long #6, Two Person Set (Both Sides) & with Partner; *Black Belt Set "A" (youth only)*

## Self-Defense Moves

<i>CHOPPING THE LOG</i>
<i>FALLING TREE (ABC)</i>
<i>THE PYTHON</i>
<i>TWISTING DRAGON</i>
<i>SLICING HANDS</i>
<i>THE SCORPION</i>
<i>CHINESE THUMBSCREW (AB)</i>
<i>FOUR FISTS</i>
<i>ADVANCING DRAGON</i>
<i>THE LOCK</i>

## **Brief History on Tracy Karate and the Kenpo of Milan Kenpo Karate**

All true Kenpo karate systems can trace their roots to James Mitose. Mr. Mitose was of Japanese ancestry but of U.S. citizenry living in Hawaii. He was trained by his mother's family in Japan for years learning their family system of karate. This would be the foundation of the Kenpo was study today.

Mitose trained many excellent martial artists from the 1930's forward including another Hawaiian of Oriental descent, William (Thunderbolt) Chow. Professor Chow, as he would later be known as, trained a man named Edwin Parker. Ed Parker was heavily responsible for bringing Kenpo karate from Hawaii to the mainland United States.

After moving to California and starting a school there, brothers Jim and Al Tracy were trained by Mr. Parker. The third Tracy brother, Will, was trained by William Chow and Fusae Oshita.

During the early 1960's, Jim and Al Tracy formulated what would become the Tracy System of Self-Defense. This system is based on the original Kenpo taught by James Mitose. Later the kata were added being formulated by Jimmy Woo.

Jim Green was recruited by the Tracy Organization upon return from tours in Vietnam, and was trained in California as an instructor. Moving east, Sensei Green established schools in both Cookeville, Tennessee and Jackson, Tennessee.

Sensei David Durden began training in the Cookeville studio in the 1989 to 1990 timeframe as well as in the Jackson school during its operation. Both he and Joe Perkins are directly under Jim Green currently in the Tracy System.

Sensei Durden and Sensei Joe Perkins opened Milan Kenpo Karate in November of 2011 as a Tracy Karate School. Students are taught the Tracy System and are eligible for Tracy rank.

Sensei Green is currently semi-retired but maintains close contact with Milan Kenpo Karate and its instructors. Mr. Al Tracy is currently the head of the Tracy organization and is in regular contact with Milan Kenpo Karate as are his wife, Pat, and son, Mark.

# Student Guide

## Introduction

Welcome to Milan Kenpo Karate! As a new member of MKK, we put together this informative Student Handbook to make your integration into class as easy as possible. Please read through it and familiarize yourself with the expectations of students and instructors as well as the general procedures for how MKK holds class.

Even if you are an experienced martial artist, there may (or may not) be differences in what you have practiced in the past. You will find the information in the booklet helpful regardless of your martial arts background.

## Expectations in Class

The governing rule of the dojo is to always strive to help promote the best and most effective learning environment for the people around you. The specific rules flow from that.

Refrain from profanity and lewd conduct.

Respect your instructors, fellow students, and training partners.

Keep your training uniform clean and free of foul odors.

Maintain good personal hygiene.

Keep finger and toe nails clipped closely.

Remove jewelry during practice.

Bow entering and leaving the practice floor.

Refrain from bragging or practicing arrogance.

Refrain from horseplay.

Refrain from practicing or performing techniques that are outside your ability without close instructor level supervision.

When arriving at the dojo, seek out the highest ranked instructor and await their acknowledgement. Bow to them at that time. Bow to all other black belts individually in a similar fashion in descending rank order. For black belts NOT in uniform, bow to them in order of the rank you are aware of. If unsure, bow to them last after all the uniformed black belts.

Refrain from talking during instruction time. Pay attention to the instructor, as well. You never know when you're about to learn the technique that saves your life.

Underbelts will wear black uniforms for training and their current Kenpo-ranked belt. A plain white uniform may be used for new students until a black uniform is purchased. For groundwork, students may opt for a judo/ju-jitsu uniform either in black, white, or natural. Black belts may wear black, white, or mixed black and white uniforms. Variations to this dress code will be approved by the head instructor before wearing.

When tying your belt, turn your back to any black belts in your immediate vicinity. It is considered poor etiquette for an underbelt to tie their belt in front of a black belt.

Classes will line up from highest to lowest first by belt color and then by class.

Do not wear shoes onto the practicing floor. An exception can be made for approved martial arts shoes.

Spectators will be asked to remain quiet during practice times to avoid distracting the students.

Have fun! Be excited to come to class. Your energy will serve to inspire others. Encourage other students and be ready to help. Kenpo Karate cannot be learned by one person alone. The best steel needs a good stone to sharpen it before battle. Some days you're the sword. Some days you're the stone.

Notify the instructor of any injuries or health issues that apply to your training regardless of severity. Bumps and bruises are a part of training. Injuries impair training.

When guest instructors and students visit the dojo, they will be given the same respect as instructors and students in the system. The same is expected when visiting another school.

Instructors will be addressed using the term "Sensei" and the instructor's last name i.e. "Sensei Jackson" or "Sensei Smith". This is a common term used in many systems. Other Kenpo systems may use the terms "Professor", "Assistant Professor", and "Assistant Instructor". When in doubt, the terms "Sir" and "Ma'am" are never improper. Asking how another instructor desires to be addressed is never improper, either.

No student in good standing will be discriminated against for any reason. Kenpo is a self-defense system for ALL people depending upon their character and honor.

Spectators will sit or stand outside of training area during classes and / or informal instruction.

Remove and stow cell phones and other devices before and during class. Turn ringers to vibrate.

## Expectations out of Class

Treat others, regardless of rank, with respect whether they have earned that respect or not.

Do not dishonor yourself, dojo, instructors, art, or fellow students.

Do not teach or demonstrate techniques you learned in class out of class regardless of proficiency.

Do not wear your training uniform and especially your belt outside of the school. Training pants with a dojo t-shirt or other shirt is acceptable.

In and out of uniform, we are Kenpo students and practitioners and have responsibilities to our fellow Kenpo people and people in general.

Students will not loiter nor smoke outside the dojo before, during, or after class.



## STUDENT RULES

The governing rule of the dojo will be: Always strive to help promote the best and most effective learning environment for you the people around you. The specific rules flow from that:

- Bow whenever entering or leaving the training area.
- Underbelts will wear black uniforms for training and their current belt. For groundwork, students may opt for a judo/ju-jitsu uniform either in black, white, or natural. Black belts may wear black, white, or mixed black and white uniforms. Variations to this dress code may be allowed after being approved by the head instructor.
- Do not wear your training uniform and especially your belt outside of the school. Training pants with a dojo t-shirt or other shirt is acceptable.
- Keep your training uniform clean and free of odors.
- When tying your belt, turn and face away from any black belts in your immediate vicinity. It is considered poor etiquette for an underbelt to tie their belt in front of a black belt.
- DO NOT wear shoes onto the practice floor. Exceptions can be made for approved martial arts shoes.
- Respect your instructors, fellow students, and training partners. Treat others, regardless of rank, with respect whether you feel they have earned that respect or not.
- When arriving at the dojo, seek out the highest ranked instructor and await their acknowledgement. Bow to them at that time. Bow to all other black belts individually in a similar fashion in descending rank order. For black belts NOT in uniform, bow to them in order of the rank you are aware of. If unsure, bow to them last after all the uniformed black belts.
- Refrain from talking during instruction time.
- Pay attention to the instructor. You never know when you're about to learn the technique that might save your life. Maintain good personal hygiene.
- Keep fingernails and toenails clipped closely. Long hair should be groomed in such a way as to avoid obstructing the student's vision. Remove jewelry during practice.
- Maintain a positive, humble attitude. Refrain from bragging or practicing arrogance. DO NOT engage in horseplay.
- DO NOT practice or perform techniques that are outside your ability, or that of your opponent, without close instructor level supervision.
- Do not teach or demonstrate the techniques you have learned outside of class, regardless of proficiency. Profanity and/or lewd conduct WILL NOT be tolerated.
- NO weapons of any kind are to be brought into the dojo without prior approval of the instructor. The instructor must be made aware each time any approved weapon is brought into the dojo.
- DO NOT handle, or otherwise touch, any of the dojo weapons or gear without the approval and supervision of the instructor.
- No interaction with spectators is permitted during class. If you must immediately speak to somebody outside of the training area, ask the instructor if you may be excused.
- No eating or drinking in the training area. Water and sports drinks are allowed, but are to be kept in designated areas. While we might make some exceptions for special dojo events, absolutely no food or drink is to be taken onto the mats at any time.
- Have fun and be excited to come to class. Your energy will serve to inspire others. Encourage other students and be ready to help. Kenpo Karate cannot be learned by one person alone. The best steel needs a good stone to sharpen it before battle. Some days you're the sword; some days you're the stone.
- Notify the instructor of any injuries or health issues that apply to your training, regardless of severity. Bumps and bruises are a part of training; illness and injuries impair training.
- When guest instructors and students visit the dojo, they will be given the same respect as instructors and students in the system. The same is expected when we are guests at another school.
- Instructors will be addressed using the term "Sensei" and the instructor's last name i.e. "Sensei burden." This is a common term used in many systems. Other Kenpo systems may use the terms "Professor," "Assistant Professor," and "Assistant Instructor." When in doubt, the terms "Sir" and "Ma'am" are never improper. Asking how another instructor desires to be addressed is never improper, either.
- Students are expected to arrive in time to be prepared for class and in the training area by the scheduled time. Training will not be delayed for tardy students. Students arriving late are to stand to the side until acknowledged and instructed to join the class.
- Missing classes and/or arriving late impedes training. Repeat occurrences may result in delayed promotion. If you have circumstances that are beyond your control, please inform the instructor; we can discuss reasonable accommodations.
- Promotions will be made at the discretion of the instructor. If you have questions with regard to promoting, see your instructor or the business manager to schedule a time when you can privately discuss your concerns with the instructor. DO NOT ask about promoting during class or in the presence of other students.
- Do not go through, remove, or otherwise unnecessarily touch gear or personal property belonging to others.
- Keep the dojo clean. Pick up after yourself and respect the common areas, such as the bathroom and the changing room, which we all must share. Stow your clothing, and other belongings in the designated area. Once you have accumulated sparring gear, you will be provided a place to store it at the dojo, if desired.
- In and out of uniform, we are Kenpo students and practitioners. We have responsibilities to our Kenpo brethren and people in general. Do not dishonor yourself, your dojo, your instructors, your art, or fellow students.
- No student in good standing will be discriminated against for any reason. Kenpo is a self-defense system for ALL people of good character and honor.