



## **GUIDANCE FOR DEGREE APPLICANTS**

Please ensure all details are appropriately & accurately completed

It is requested that all details are type written (downloads available from Heart of England website [www.heartofengland-itf.org.uk](http://www.heartofengland-itf.org.uk)). If the form is hand written we will not be responsible for any certificate or belt printing errors. Replacement certificates and belts will be charged

Only one nationality should be entered that being the nationality stated on the applicants passport. In the case of an applicant having 'dual' nationality, only the nationality that most accurately reflects the applicant's citizenship should be entered.

Only one Forename & Surname should be entered as there is not normally room for more on the certificate. If more than one is entered, without any explanation provided, the certificate may not be printed with the entire name. Heart of England will not be responsible if this happens and replacement or amended certificates will be charged at £20

Heart of England membership number refers to the student's current licence. This can be found on your licence book or Student portfolio

Every member must have a current licence; those without a valid licence are not permitted to grade.

Details must be completed and handed to your instructor by **Thursday 22<sup>nd</sup> September 2011**  
**Failure to comply with any requirements will result in permission to grade being either withheld or withdrawn.**

1. Correctly completed application forms
  - **Heart of England Black belt grading form**
  - **ITF Certificate application form**
  - **Status Card application form**
2. 2 \* passport size photo's
3. Current licence number given and expiry date
4. Relevant fee payable to your own instructor
  - **£140 1<sup>st</sup> Kup to 1<sup>st</sup> Degree**
  - **£155 1<sup>st</sup> Degree to 2<sup>nd</sup> Degree**
  - **£180 2<sup>nd</sup> Degree to 3<sup>rd</sup> Degree**
  - **3<sup>rd</sup> Degree and above as per relevant ITF charges**
5. Completed essay. This can be on any aspect of Taekwon-do that you wish to write about. 10% of your grading mark is awarded for this. It does not need to be a novel but some thought needs to be put into your presented essay.

**PREPARE YOURSELF WELL FOR YOUR GRADING BOTH PHYSICALLY AND MENTALLY**

On successful promotion you will receive the following

**ITF CERTIFICATION**  
**ITF STATUS CARD**  
**ITF PIN BADGE**  
**HEART OF ENGLAND OFFICIAL TIE**  
**BLACK BELT EMBROIDERED WITH YOUR NAME**

Any problems speak to your instructor in the first instance or  
Head office 01773 873757 / 07968 314683