

## AJI PROMOTIONAL INSTRUCTIONS & CHECK LIST

1. Attach copy of your last rank promotional certificate from USA Judo, USJF, or USJA. For lost certificates, apply for a replacement copy prior to submitting a new promotional application.
2. If you have satisfied the Back Ground Check, submit a proof with your application; or complete the Background Check Form and attach a separate check made out to USA Judo in the Amount of \$16.00. Once satisfied, a background check is good for 4 years.
3. Complete the "Individual Recommendation for Promotion" form. It must be typed and signed by the Head Sensei of the AJI Registered Club, or if you are an AJI member who is not associated with an AJI club, have it signed by your current sensei. Please remember that your Judo history is very important. Please make sure that the application is filled out completely.
4. Provide a passport size (2x2) photograph.
5. Comply with requirements and instructions for USA Judo (see the USA Judo website).
6. Enclose a check payable to "**AJI BOARD OF EXAMINERS**". See "Promotion Fee Schedule" for the correct amount.
7. You must have been a registered member of AJI for the prior two years before we can process your application (this means the current year and the year immediately prior to the application date).

### FOR AJI AND KODOKAN RANK

In addition to the above items, include the following:

1. Type and enclose the Kodokan application. This form must be complete. Any omissions will result in a delay of the Kodokan promotion. For Nidan and above, the minimum required time in grade is calculated from the date of your last Kodokan rank certificate date. There is no reduction in Time In Grade for Kodokan rank and with one exception, no skip promotions.
2. Review the amount of the Promotional Fee by referring to the Promotional Fee Schedule and make out a single check for both the AJI Promotion and the Kodokan Promotional fee Committee. The currency exchange rate varies and you will be advised of, and be responsible for, any increase in the Kodokan fees.

PLEASE PROVIDE THE PROMOTIONAL CANDIDATE'S

Name: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Phone Number: \_\_\_\_\_ DOJO NAME: \_\_\_\_\_

*(Please print all information legibly)*

Mail the complete application form(s), all attachments and checks to:

Mr. Mark Langberg, Chairman  
711 West 86<sup>th</sup> Avenue  
Anchorage, AK 99515

Email questions to: [mlang@amc-engineers.com](mailto:mlang@amc-engineers.com) or contact any member of AJI BOE.