

TOKEY MARTIAL ARTS ACADEMY

Physical fitness, Self Defense and Knowledge of Martial Science



Taekwondo | Karate | Wushu | Kick Boxing | Mixed Martial Arts

Self Defense Training | Black Belt Crash Course | Home Tuitions

Participation in District, State, Zonal, Inter Zone, National, Invitational, Open, National and International Tournaments.

Preparation for Inter School, Inter College, Inter University and other Tournaments.

Our Objective is to provide you with high quality Martial Arts instruction in a positive, safe and encouraging environment by Collecting, Preserving and Disseminating Knowledge and Information.

WE ALL HAVE QUALITIES WE JUST NEED TO SHARPEN AND INCREASE THEM.

GENERAL GUIDELINES

- I. Must read everything written in student's copy / Form.
- II. Admissions are to be done from 1st to 5th of every month.
- III. Trial class is offered for first two days.
- IV. Last date for the payment of fee is 5th of every month. If not paid before 5th, 10/- will be charged for per day till the month ends.
- V. For absent without information, 20/- will be charged for per day. Regular absent for three months can lead to termination of admission.
- VI. Fee / Other Charges may fluctuate any time without prior notice.
- VII. Year starts form 1st April and ends on 31st March.
- VIII. Payments if any must be made in advance.
- IX. Instructor / Master / Teacher / Chief Instructor / Assistant Instructor can terminate any admission before any prior notice.
- X. No relaxation in fee will be given to anyone under any circumstances.
- XI. Receipts must be given to students.
- XII. ID Cards will be issued after three months of the date of application submitted.
- XIII. Color Belt grading certificate will be issued after one month of Grading.
- XIV. Belt Ceremony will be done after one week of Grading.
- XV. Dan Certificate will be issued after three months of Grading.
- XVI. Athlete showing indiscipline can be terminated by Instructor
- XVII. NOC on leaving the Academy will be issued after one month.
- XVIII. On change of State NOC will be issued by State Association (Not under the Power of Academy).
- XIX. Belt, Uniform, Academy, Instructors, seniors and Batch Mates must be respected by Athletes.
- XX. Parents are not allowed to interfere the Class.
- XXI. Make sure the Rule Book is given to the student.
- XXII. Cell phones must be either on silent mode or on switched off mode during the training hours.
- XXIII. Monthly fee will be taken if Student joins after 15th of Month.
- XXIV. If a student is on leave for one month then student is liable to pay half fee for the month.
- XXV. For any explanation and clarification please contact the respective Instructor.
- XXVI. Academy's holidays will be:
 - a. All the Sundays and Saturdays.
 - b. All the govt. holidays of the year.
(Classes on the listed holidays can be taken by instructor on requirement or on interest. However that holiday will be adjusted.)

Enrollment Policies

01. We recommend a trial class, before committing to a training program. After your trial class, we will recommend the best program for you or your child.
02. The next stage is to complete a Tokey Academy Membership Registration Form which will be used to process your ID Card (which will be issued after three months) and Grading Record Book.
03. All payments are to be made in advance of the training, ID Card or upon ordering uniforms /training equipments.
04. We operate a **no-refund** policy and stress that you observe a class and take a no-obligations trial session prior to committing to a program.
05. After registering as a Tokey Academy member, you will receive a membership Card. In case you lose your Card; a fee will be charged for a replacement. Your membership Card applies to you only. Loaning or transferring your Card to another person is not permitted.
06. We reserve the right to refuse admission or ask you to leave the Academy if we reasonably believe that you have broken any of our rules.
07. Fees should be paid before 5th of every month. Failing which fine of 10/- per day shall be charged till the 30th and 31st.
08. If a student is on leave for one month then student is liable to pay half of the monthly fee.
09. For Absenteeism without information student will be charged 20/- for per day. Absent without information for regular three months can lead to termination of the admission,
10. The buildup of arrears is NOT ACCEPTED.
11. In case of injury or miss happening, what so ever the case may be while training the Academy will not be responsible for the same.
12. If admission is canceled or terminated then re-admission will be done on new Fee Structure.

Rules and Disciplines

01. All Students of Tokey Academy will be expected to wear a neat & clean uniform and will be expected to keep themselves well presented at all times when representing the Academy.
02. All Students and Instructors will wear the full protective equipments while participating in a sparring activity or lesson.
03. All Students & Academy members are expected to respect the Academy and its equipments.
04. Showing respect and Well Manners to all Academy Instructors, Assistant Instructors, and Students & Guests will be observed and will be considered in Grading, Promotions and in any other martial arts related event.
05. Showing violent or rude behavior towards staff or other Academy members, Smoking in any part of the Academy, bringing drugs or other illegal substances into the academy will not be tolerated.
06. The Academy Instructors are not obliged to teach any student that does not show the expected level of respect, attitude or commitment.
07. Also being punctual is a sign of good martial artist, so it is important to be on time at the scheduled time for training.
08. All members of Tokey Academy are expected not to use the skills that they are taught against any person, except for the defense of themselves, their family, or friends, in case of extreme danger or in the support of law and order. Any student found bullying or harassing any student or member of the public faces will be expelled from the Tokey Academy.
09. Whilst wearing a Uniform NO SMOKING is permitted regardless of the place. (Academy, tournament, demonstration etc.) When eating or drinking whilst wearing a Uniform your belt must be removed.

Rules, Policies and Fee Structure are Subject to Change without any prior Notice.

General Guidelines for Belt Grading

- Student's uniform must be neat & clean & properly ironed.
- Test will be not given without Uniform.
- Strict discipline should be maintained during test.
- Form should be submitted with test fee.
- Instructor/Examiner is not responsible for any kind of injury during test.

Please Notice

- The decision of the examiners is last and final no one can challenge the decision of examiner.
- If student fails to clear the test then needs to pay only 150/- for reappear in the test (Applicable only for color belts).
- Form, breaking material and belt after clearing the test will be provided by Academy, instructor or examiner.
- Color Belt Certificate will be issued by State Association.
- Black Belt Dan Certificates will be issued from Kukkiwon Korea or International Body of respective Martial Arts Style.
- Please make sure that instructor has covered the syllabus before grading.
- For any kind of queries & doubts please talk to Instructor.
- Venue fee / Miscellaneous Fee (1500/-) for Dan Grading must be paid at the time of Grading.
- For Grading Syllabus, Fee Structure and Detail Information in Grading kindly contact your respective Coach.

Jumping Grades

Occasionally students can 'skip' a grade and double grade. The requirements to be able to do these are discretionary between the Academy Instructors but are outlined below.

- A student is proficient in another style and it is inappropriate to make them grade from 'beginner' level. These students will be graded in at an appropriate level, agreed with between the student and the Instructors. There will be no more grade jumps.
- A student has been training at their current grade for a minimum of 6 months and missed their last grading for a **genuine** reason (such as going abroad, job interview, and exam etc). However the student **MUST** have shown sufficient progress to justify the double grade and must be a regular attendee to classes (i.e. once a week is not sufficient). Grades above Blue will not be considered to double grade.
- Members who have recorded over 18 classes on their attendance Card AND shown sufficient development.
- Wanting to 'catch up' with friends is NOT a reason to double grade.