

Tokey Martial Arts Academy Enrollment Policies and Code of Conduct

(Please read the following carefully, tick all the points and sign wherever required)

www.tokeytkdacademy.com | tokeytkdacademy@gmail.com

Enrollment Policies, Rules, Disciplines and Guidelines are subject to change without any prior notice. For details and to keep you updated please keep visiting website.

Enrollment Policies

Please tick the following

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. Should 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 club 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 Absent without information student will be charged 20/- for per day. Absent without information for regular three months can lead to termination of the admission,
08. The buildup of arrears is NOT ACCEPTED.
09. In case of injury or miss happening what so ever the case may be while training the Academy and its members will not be responsible for the same.

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 club.
02. All Students and Instructors will wear the full protective equipments while participating in a sparring activity or lesson. Jewelry is strictly not allowed during the training.
03. All Students & club members are expected to respect the club and its equipments.
04. Showing respect and Well Manners to all Club 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 club members, Smoking in any part of the club, bringing drugs or other illegal substances into the academy will not be tolerated.
06. The Club 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. (dojang, tournament, demonstration etc.) When eating or drinking whilst wearing a Uniform your belt must be removed.

I have read and understood all the Rules, Disciplines and Policies of the academy.

Applicant's Signature
Date | | |

Legal Guardian / Parent's Signature
Date | | |

Kindly get a copy of General Guidelines, Fee Structure, National ID Card Form, Migration Letter (if Applicable) from Respective Coach

FEE RECORD (FOR OFFICE USE ONLY)

Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jab	Feb	Mar
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