

Kukkiwon Fees Application Regulations

All Kukkiwon applications with cheque, postal order or credit card details are to be forwarded to:

The Administration Manager
PO Box 260
Moonah Tas 7009

The following must be observed when making an application to Taekwondo Australia for Kukkiwon certificates.

- You need to send a [Kukkiwon Application Form](#) for each application
- You must send one passport photo with each application, with the applicant's name printed on the back and attached to the form with a paper clip
- You must complete the Taekwondo Australia [List of Kukkiwon Dan Applicants](#) and fill in all the relevant details
- You must forward applications with a cheque or postal order for the total amount made payable to 'Taekwondo Australia Inc'. If not paying by cheque, then credit card details must be provided

Please **PRINT** clearly the applicant's name that will appear on the Kukkiwon Certificate

Date of Birth – to avoid mistakes, write the month in full in the following format 'May 15th 1985'

Instructors must check the date of issue on previous Kukkiwon certificates and ensure the correct time period has been observed.

For 2nd Dan/Poom and above, a copy of their previous Dan/Poom certificate **MUST** be attached to the form.

Applications for 6th and 7th Dan must include an attached essay on any subject relating to Taekwondo, stating the title of the essay, student's name, and the date the essay was written. Essay is to be at least 10 pages in length - typed with single spacing.

NATIONALITY - if not Australian, you must include the following:

- A copy of the applicant's current passport
- Australian Visa
- Letter from their school or place of employment confirming that they have resided in Australia for over 6 months.

On the Kukkiwon form, the '*Applicant*' is the Student who was graded and the '*Recommender*' is the Head Instructor who is applying for the certificate.

Kukkiwon Certificates - Regulations specified by the Kukkiwon

Poom certificates will only be issued from 1st Poom. A 2nd Poom certificate will only be issued to the holder of a 1st Poom certificate after the minimum time set by the Kukkiwon has past. The Kukkiwon will not issue multiple poom certificates.

When you apply for a Kukkiwon Dan certificate and your student has not been issued the previous Kukkiwon certificate, you are required to complete the [Kukkiwon Application Form](#). You are also required to provide a written statement explaining why your student did not apply for the previous Kukkiwon Certificate and a copy of the Black Belt certificate that was issued to them.

Your student will be required to pay the Kukkiwon the fee for the previous certificate and the certificate being applied for. The Kukkiwon will only issue the higher Dan certificate. The Kukkiwon will not backdate certificates.

The Kukkiwon will not issue a certificate for a student requiring a 3rd Dan certificate or higher who has no previous certificate. Masters requiring promotion to 8th and 9th Dan need to be recommended by Taekwondo Australia and travel to Korea and be graded by the Kukkiwon.

Taekwondo Australia does not recognise gradings conducted overseas by non-registered Instructors.

You will find the [Taekwondo Australia grading fee table](#) on the Head Instructor page.