

Preparing your Form 20 for Dan Grade promotions

Congratulations on getting to the point of a Dan Grade promotion. Not only does your hard work reflect positively on you, but it contributes to the growth and strength of the Judo community. Thank you for your contributions!

Three parties are involved in Dan promotions:

- You – practice, compete, and contribute to meet the rank requirements and complete all paperwork
- Shufu – verifies your accomplishments and determines whether you have met rank requirements
- USJF National Office – Confirms your rank and issues rank certificates

YOU ARE NOT OFFICIALLY PROMOTED UNTIL USJF ISSUES A RANK CERTIFICATE.

The USJF Form 20 must be fully completed for your promotion to be processed. This document explains how to make that process go smoothly. The most important rule is “**don’t leave anything blank.**” The first page is submitted to USJF and the remaining pages are used by Shufu to determine whether you qualify for Time in Grade reductions. The first page is critical to your promotion.

Judo is growing and you are a part of that growth. USJF has changed a number of processes and requirements to streamline the rank process so that less money can be spent on administration and more on athletes and programs. USJF has adopted strict requirements on the data collected on the Form 20. Applications that are incomplete or that have incorrect data will not be processed by USJF.

You are responsible for submitting a complete and accurate form. On the following page, we have included an image of the current Form 20 and a number of notes on how to complete each section. You must complete sections 1 through 8 and enter some information in section 9. You may leave section 10 blank. If you have trouble understanding what the forms require, ask your instructor to help you.

Sections 4 and 7 create the most problems for candidates. You must complete BOTH of these sections. Below are two tables that show sample entries in a format USJF will accept. Section 4 in its simplest form is just a record of your competition wins. You may not leave this section blank. If you have competition wins, that is all you need to complete in this section. You don’t

need to list losses. If you have more wins than will fit on the form, select the top 13 wins. The first three rows show example entries.

If you are a kata competitor, you can complete Section 4 with your kata performances. The fifth row below shows example entries. If you are a non-competitor, you can list how you participated in Shiai. The last three rows give example entries.

(4) MAJOR SHIAI RECORD

DATE	EVENT	OPPONENT	RANK	RESULT
9/12/2013	Takemori Open	T Roosevelt	Sankyu	W
2/14/2014	Virginia State	J Cagney	Ikkyu	W
3/15/2014	NY Open	V Putin	Nidan	W
10/11/2013	Faye Allen Kata	Nage no Kata	3 rd Place	5.9
3/3/2014	Liberty Bell		National Ref	
5/4/2014	US Senior Nationals		Timekeeper	
6/10/2014	Shufu Open		Registration	

Section 7 must also be completed. You may not leave this section blank. List championships or awards ,if you have them. Otherwise list certifications that you received, service contributions that you have made, or clinics that you have attended. The example rows below can serve as a guide.

(7) AWARDS-CHAMPIONSHIPS-CONTRIBUTIONS

DATE	DESCRIPTION	ORGANIZATION/EVENTS
11/19/2013	Maryland State Champion (81kg-)	Shufu
5/5/2014	US Senior Nationals 3 rd Place (81kg-)	USA Judo
2/14/2014	Virginia State Champion (81kg-)	Virginia Judo
6/10/2014	Shufu Open Outstanding Competitor	Shufu
1/25/2014	Shufu Referee Clinic	Shufu
1/25/2014	Local Referee Certification	USA Judo
2/28/2012	Kime No Kata Clinic with Eiko Shephard	USA Judo
9/15/2012	Nito Cup -- Matchkeeper	NC Judo
2/27/2014	Coaches Clinic	Washington Judo Club

Questions? You can email Shufu Rank Registration Chair Terence McPartland at Terence@dcjudo.com

Tips on Completing your Form 20 Shufu Yudanshakai

Use the name on your USJF card.
Middle name can be omitted if not part of your member name.

Use your complete, current mailing address.

Your email is required and critical for followup communication on promotion documentation.

If you are a student, complete Firm with the school name. You may use "unemployed", "retired", or "disabled" if applicable and then complete Firm with "NA".

You must include an entry date in the format MM/DD/YYYY for your entry into Judo and into your present club (even if they are the same).

See the example Major Shiai Record entries.



See the example Awards-Championships-Contributions entries.

Check only the highest level completed overall

Enter rank you are rising to.

Enter "Meets all rank requirements".

Enter "Shufu".


UNITED STATES JUDO FEDERATION
 RECOMMENDATION FOR PROMOTION
 

NAME (Mr. Mrs. Ms. Dr.): _____ LAST FIRST MIDDLE

ADDRESS _____

CITY _____ ST & ZIP _____

PH _____ EMAIL _____

AGE _____ DOB _____ HEIGHT _____ WEIGHT _____

OCCUPATION _____ FIRM _____

(3) JUDO AFFILIATIONS		
AFFILIATION	BEGINNING	PRESENT
DOJO		
YUDANSHAKAI		
INSTRUCTOR		
ENTRY DATE		

(2) PROMOTION HISTORY			
RANK	DATE	USJF No.	KDK No.
8 DAN			
7 DAN			
6 DAN			
5 DAN			
4 DAN			
3 DAN			
2 DAN			
1 DAN			
IKKYU			
ENTRY			

(4) MAJOR SHIAI RECORD				
DATE	EVENT	OPPONENT	RANK	RESULT

(7) AWARDS-CHAMPIONSHIPS-CONTRIBUTIONS		
DATE	DESCRIPTION	ORGANIZATION/EVENTS

(8) EDUCATIONAL HISTORY				
EDUCATION	GRADE SCHOOL	HIGH SCHOOL	COLLEGE	GRADUATE
YEARS COMPLETED	1 2 3 4 5 6 7 8 9 10	11 12 13 14 15 16 17 18 19 20	1 2 3 4 5	Degrees

(9) YUDANSHAKAI ENDORSEMENT		(10) KDK ENDORSEMENT	
DATE: _____	RANK RECOMMENDED: _____	DATE RECEIVED: _____	REVIEWED BY: _____
REASON FOR RECOMMENDATION: _____		NUMBER ASSIGNED: _____	DATE RETURNED: _____
YUDANSHAKAI: _____	TITLE: _____	APPROVED BY: _____	TITLE: _____
SIGNED: _____		TITLE: _____	

This page MUST be typed for submission to the National Office

Your rank number for previous dan promotions is required. Find that on your rank certificate or your plastic rank card. For Ikkyu and entry, use your USJF number.

Use your Kodokan Number if you have one. If you do not have a Kodokan certificate you may leave this blank.

Date of rank must be in MM/DD/YYYY format. Check your rank certificate.

Kata proficiency should be entered as "Good" for scores of 3-3.99 or "Very Good" for scores of 4-5 on five point scale.

Report as number of "times" or "hours".

List your favorite technique(s).

Simply enter "Good".

Enter the degree and major for college and graduate degrees. For example "BA Economics".

Leave Section 10 blank.