



Member Handbook

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## GENERAL INFORMATION

Aikido of Dallas is a member dojo in good standing with the United States Aikido Federation (USAF) under the direction of Yoshimitsu Yamada Shihan, 8th dan, headquartered in New York. The USAF is member in good standing of the Aikikai Hombu Dojo in Japan under the direction of Doshu Moriteru Ueshiba, the Aikido founder's grandson.

Aikido of Dallas (AoD) is the regional headquarter dojo for Aikido of Dallas and Aikido of Denton. A member of any one dojo is welcome to practice at the other dojo.

### Contact Information:

**Aikido of Dallas**  
10903 Indian Tr.  
Dallas, TX 75229

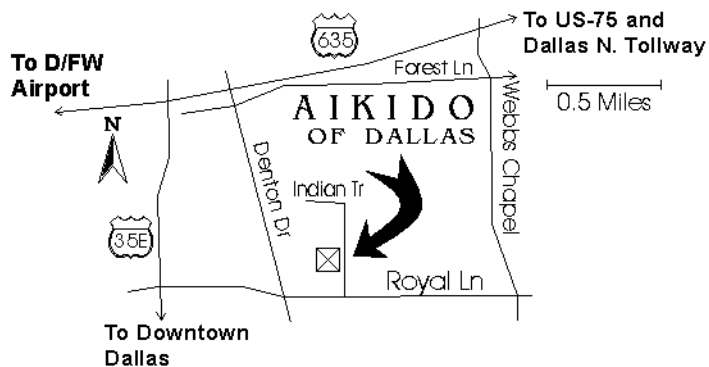
(972) 241-3221

[aikido.org/dallas](http://aikido.org/dallas)  
[dallas@aikido.org](mailto:dallas@aikido.org)

**Aikido of Denton**  
307 S. Locust  
Denton, TX 76201

(940) 591-9104

[aikido.org/denton](http://aikido.org/denton)  
[denton@aikido.org](mailto:denton@aikido.org)



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## Practice Schedule (subject to change)

### DALLAS

Tuesday	6:45 - 8:30 pm (beginners)	
Wednesday	6:45 - 8:30 pm (5th kyu and up)	
Thursday	6:45 - 8:30 pm (mixed)	
Saturday	10:00 - 11:00 am (beginners)	11:15 - 12:15 pm (mixed)
Sunday	10:00 - 11:00 am (beginners)	11:15 - 12:15 pm (mixed)
Saturday	12:30 - 1:30 pm (children ages 7 - 12)	
Sunday	12:30 - 1:30 pm (children ages 7 - 12)	

### DENTON

Tuesday	5:00 - 6:00 pm (elementary kids)	6:30 - 7:30 pm	
Wednesday	6:30 - 7:30 pm		
Thursday	5:00 - 6:00 pm (middle / highschool kids)	6:30 - 8:00 pm	
Saturday	10:00 - 11:00 am	11:15 - 12:15 pm	12:30 - 1:30 pm (all kids)

**Holiday Schedule:** Aikido of Dallas is closed on the following days:

January 1 (if a Sat. or Sun.)	Labor Day
Martin Luther King, Jr. Day	Halloween (if a weekday)
Easter	Thanksgiving and Friday after
Memorial Day	Winter (several days during holiday)
July 4	December 31 (if a weekday)

As a 501(c)(3) organization, Aikido of Dallas does not discriminate with respect to age, sex, race, religion, or national origin as they apply to admission, tuition, scholarships, promotion in rank, etc.

## DUES AND FEES

Aikido of Dallas and its affiliated dojo are non-profit, tax-exempt, charitable organizations in which members and instructors pay monthly dues, annual dues, and all fees described below. In the event a member has a sincere desire to practice and cannot afford full dues, please contact the office to make alternate arrangements. Each dojo sets its own dues structure. Aikido of Dallas dues follow:

### **Monthly Membership Dues (to a maximum of \$120 a family):**

Adult	\$60.00
Child	\$25.00
Associate	\$5.00

Discounts (does not apply to children):

2<sup>nd</sup> person in family: \$15.00 off

Full-time students paying their own dues: \$10.00 off

Monthly dues are expected at or before the first week of each month so that the dojo can meet its financial obligations. Monthly dues are payable whether practicing every class in the month, no classes in the month, or any number of classes in between. In other words, there is no 'per practice' dues schedule and no daily mat fee. However, a one-month leave is permitted once each year during which the member need not pay monthly dues and yet still maintains all benefits of membership.

Membership cannot be maintained without paying monthly membership dues for longer than one month. If planning on taking a leave of absence for more than one month, accumulated practice days towards testing is re-set at zero, yearly Dojo and USAF membership dues (see below) are due at the end of the leave of absence and non-member rates apply to all seminar fees during the leave. To maintain membership during a leave of absence, consider becoming an Associate Member.

Associate membership at \$5.00 per month is for those taking a longer leave of absence from the dojo, yet wanting to continue connection with Aikido, the Aikido of Dallas dojo or affiliated dojo, the dojo members, or for any other reason wanting to financially support Aikido and the dojo. Through this Associate status, members will receive the following benefits:

- Maintain current yearly USAF & Dojo membership dues
- Receive regular e-mails about dojo events
- Receive member rates to all events including seminars
- Are welcome at all dojo non-practice events, at member rates if applicable
- Apply 100% of accumulated Associate membership dues to monthly dues when member becomes active
- Are welcome to participate in all dojo clean-up activity

### **Yearly Membership Dues:**

\$15.00 due at sign-up and \$10.00 each February thereafter retained by Aikido of Dallas.  
\$5.00 each year for kids.

\$30.00 forwarded to United States Aikido Federation due when taking 6<sup>th</sup> kyu test and each February thereafter

### **Testing Fees:**

Kyu ranks: \$30.00 to United States Aikido Federation. No fee for 6<sup>th</sup> kyu.

Dan ranks: approx. \$200-\$300, depending upon the rank, exchange rates, etc.

Children's ranks: \$10.00 to Aikido of Dallas (includes certificate and new belt, if appropriate)



## **Seminar Fees:**

Aikido of Dallas often hosts 3 seminars each year: January, Spring, and Fall. The January seminar is approximately \$75.00, and the Spring and Fall seminars are each approximately \$65.00. In addition, the dojo members are encouraged to prepare a food dish in the event the seminar includes a potluck dinner for participants.

Aikido of Dallas members may also participate in seminars in this region and other major seminars in the United States Aikido Federation. In addition to travel, lodging and food expense, seminar fees are set by each host dojo and are approximately \$65.00-\$75.00 for weekend seminars, \$150.00 for 4 day seminars (e.g., Winter Camp), and \$750.00 for week long seminars (e.g., Summer Camp).

## **Supplies:**

Judo-style keiko gi (double weave, unbleached)

Sizes	000, 00 & 0	\$30.00
Sizes	1 & 2	\$35.00
Sizes	3 & 4	\$40.00
Sizes	5 & 6	\$45.00
Sizes	7 & 8	\$50.00

Please transport your gi to and from the dojo in a bag of your choice and remove your gi from the dojo after class. Gi left in the dojo will be removed periodically with or without notice. Also, please place an identifying mark in your gi, such as your name, to distinguish it from others in the event your gi gets misplaced.

Special orders

Aikido of Dallas can place an order for bokken, jo, and tanto, and periodically places orders for hakama. Please see the office for details.

AoD Membership Handbook

Replacement Membership Handbooks are available for \$5.00.

## Credit Card Payments

Aikido of Dallas strongly prefers Visa, Master Card, Discover and American Express credit cards for monthly dues, supplies, or any other charges including donations. You can pre-authorize charges for monthly dues. In addition, you can authorize monthly Associate membership dues or automatically allow Associate membership dues to be charged when you suspend regular membership practice for more than 2 months. An example of the credit card authorization form follows.

### Monthly Dues

I hereby authorize Aikido Institute of Dallas d/b/a/ Aikido of Dallas to charge my credit card account monthly dues on or about the 5<sup>th</sup> of each month. I understand that I can cancel this authorization before the 5<sup>th</sup> of any month by calling Aikido of Dallas at (972) 241-3221 and expressing my desire to cancel.

Credit card number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

CVV2 indicator: \_\_\_\_\_

3-digit (V/MC/DISC) on back of card or

4-digit (American Express) on front of card

Expiration date (mm/yy): \_\_\_\_\_

Name as it appears on the card: \_\_\_\_\_

Billing address street number: \_\_\_\_\_

Billing address zip code: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

## ETIQUETTE (REIGI)

### O-Sensei's Practice Guidelines

O-Sensei left, as part of his legacy, six guidelines for correct practice. They are known as the "Reminders in Aikido Practice."

1. Aikido decides life and death in a single strike. Students must carefully follow the instructor's teaching and not compete to see who is the strongest.
2. Aikido is the way that teaches how one can deal with several enemies. Students must train themselves to be alert not just to the front but to all sides and the back.
3. Training should always be conducted in a pleasant and joyful atmosphere.
4. The instructor teaches only one small aspect of the art. Each student through incessant practice and training must discover its versatile applications.
5. In daily practice first begin by moving your body and then progress to more intensive practice. Never force anything unnaturally or unreasonably. If this rule is followed then even elderly people will not hurt themselves and they can train in a pleasant and joyful atmosphere.
6. The purpose of Aikido is to train mind and body and to produce sincere and earnest people. Since all the techniques are to be transmitted person-to-person, do not randomly reveal them to others. This might lead to their being used by hoodlums.

Doshu Kisshomaru Ueshiba, the son of O-Sensei states in his book, *The Spirit of Aikido*, that since these guidelines were written in 1935 some of the language may seem archaic. He offers his interpretation of his father's writings.

1. Proper aikido can never be mastered unless one strictly follows the instructor's teaching.
2. Aikido as a martial art is perfected by being alert to everything going on around us and leaving no vulnerable opening (suki).
3. Practice becomes joyful and pleasant once one has trained enough not to be bothered by pain.
4. Do not be satisfied with what has been taught at the dojo. One must constantly digest, experiment and develop what one has learned.
5. One should never force things unnaturally or unreasonably in practice. One should undertake training suited to one's body, physical condition and age.
6. The aim of aikido is to develop the truly human self. It should not be used to display ego.



## Additional Guidelines

Aikido study and practice consists of more than learning physical technique; proper behavior and manners are also an important part of training. The following is an introduction to dojo etiquette, which should be a reflection of the Aikido spirit of love for your Sensei, your fellow students, your dojo, and finally yourself. Please use your best common sense in all aspects of courtesy and etiquette. However, the best way to learn proper behavior is by observing the behavior of Sensei (as teacher) as well as that of the senior students.

1. Upon entering and leaving the dojo, bow in the direction of O-Sensei's (Morihei Ueshiba's) picture on the shrine as a traditional show of respect for the Founder of Aikido.
2. Shoes are to be taken off at the entrance to the mat area and zori (sandals or thongs) are worn in the mat area. Zori should be lined up at the lower side of the mat (facing outwards during class instruction). Immediately after stepping onto the mat, students should bow respectfully to the shrine. The most proper style is from seiza.
3. Students should assemble quietly for meditation at least five minutes before class is scheduled to start. They should arrange themselves in a straight line in proper rank order (higher rank on one side). It is requested that everyone in the dojo, spectators and students alike, be silent during this time. It is suggested that all students kneel in a formal position, seiza, (the best alternative is 'Indian style') and await the instructor's arrival on the mat. When the instructor comes onto the mat, the instructor and the students bow to O-Sensei's picture. Then the students bow to the instructor, formally opening the class.
4. The instructor should be referred to as "Sensei" during class instruction, and not by first name or surname.
5. When arriving late for class, quickly do a few warm-up exercises off the mat and then bow in and sit in seiza on the edge of the mat. Wait for the instructor to admit you to class. Students must ask the instructor for permission to leave the class early or to leave the mat for any reason; common sense excludes injuries. A student should not leave the mat for a drink of water or for rest unless given permission. Students should stay on the mat until the class is over. Do not expect to be admitted to class if arriving more than 10 minutes late.
6. When approaching the instructor, getting a weapon from the shomen, etc., students should not pass between the instructor and the picture of O-Sensei. If the student approaches to ask a question or the instructor calls to the student, the student should bow first. Never call for the instructor across the mat or beckon for instruction. If the instructor is close by, quietly raise your right hand and wait to be acknowledged. Then bow and say, "onegai shimasu."
7. When the instructor is teaching a couple, it is not necessary to sit down and watch them unless he says to watch. It is preferable to keep on practicing with a minimum amount of talk.

8. If Sensei comes to help you and your partner individually, it is best to sit seiza and watch attentively unless Sensei is having you do the technique. Once Sensei is done helping you and is leaving, a seated bow and verbal “thank-you” are appropriate.
9. Once engaged in Aikido practice, clear your mind of everything but the lessons given and the principles of Aikido. Practice with unity of the mind and body, avoiding extraneous talk and action.
10. When the instructor claps, students should sit down promptly and listen and watch attentively. When the instructor indicates that practice is to resume, students bow to the instructor and promptly resume practicing. It is not necessary to wait for the instructor to tell you to change partners but students should change partners when the instructor indicates.
11. Your partner is not an opponent. Techniques are learned through him and with him. It should be a pleasure to be Uke as well as Nage. Each movement in Aikido teaches the principles and spirit of Aikido and should be practiced sincerely.
12. Care should be taken to be aware of the ability of one's partner so that no injuries may occur. Nage should always be watchful for signs that Uke is in pain. Uke's attacks should always be under his full control and Nage should respond likewise. Uke's 'job' is to attack sincerely and then follow while maintaining as safe a posture as possible. Nage's 'job' is to: 1) move off the line of attack; 2) redirect Uke's momentum via a technique; and 3) peacefully resolve the attack with the appropriate throw or pin.
13. At the end of class, students should straighten their uniforms and line up in order of rank. The instructor and students bow to O-Sensei's picture and then the students formally thank the instructor while bowing to him. After that, the students remain in seiza until the instructor leaves the mat. At this time it is proper to bow to each student with whom you have practiced.
14. It is the responsibility of the higher ranked members (sempai) to see that the rules of etiquette are understood and followed by the members of the dojo. The members of higher rank should assist the beginners in learning proper bowing techniques, beginning exercises and ukemi.
15. It is the responsibility of each member of the dojo to ensure that the various needs of the dojo are met. These include paying dues promptly, making sure the mat and dojo are clean and presentable, re-stocking various dojo supplies, etc. Fulfilling these needs should be anticipated, not prompted by the instructor. They should also be carried out cheerfully, without complaint. Taking care of the dojo and oneself should generate a feeling of pride in doing things to the best of one's ability. This too is as much a part of our training as is repetition of techniques.

A FEW DON'TS: Don't sit on the mat with your back to O-Sensei's picture, lie on the mat with your feet toward the shrine or lean against the walls. Don't wear make-up, jewelry or watches. Don't eat food, smoke or chew gum in the mat area. Don't talk when the instructor is talking. Don't wear a dirty uniform. Don't keep finger-nails and toe-nails dirty, long, or sharp. Don't wear a hachi maki (head-band) while bowing. Don't be in the dojo after drinking alcohol or taking non-prescription drugs. These *don'ts* are for respect and for safety to the dojo, the Aikidoka and yourself.

## FREQUENTLY ASKED QUESTIONS

**Q. How long has your dojo been in operation?**

A. We began February 1990. We moved to the current location in April of 1991 and we have been here ever since.

**Q. Who are the instructors?**

A. Bob Mason leads most of the classes. He currently holds the rank of *gondan* or fifth degree black belt and is a *shidoin*, certified instructor in the United States Aikido Federation. He received his instruction under Akira Tohei Sensei (1929-1999), 8th dan, and currently is under the direction of Yoshimitsu Yamada Sensei, President of the USAF headquartered in New York.

A variety of *yudansha* (black belts) lead one class each week.

**Q. How many injuries have occurred in your dojo due to practicing Aikido?**

A. Aikido is a martial art and injuries do occur, however infrequently. We have been very fortunate and there have been few serious injuries in our dojo. At times we have had sprains, strains, pulled muscles, tendonitis and so forth, though

**Q. How do I progress in Aikido?**

A. By practice. Progress comes both the first day and after 20, 30 and 40 years through regular practice. Some people continue to practice and continue to progress until they die. Each member's progression in Aikido is very much determined by how often, how focused and how sincere they practice.

**Q. Are there tournaments or competitions?**

A. No. The founder of Aikido felt that tournaments or competitions were contrary to the philosophy of Aikido, which is to overcome your own ego. Tournaments and competitions seem to be activities that encourage an ego by saying one person is better than another. In Aikido we try to better ourselves regardless of the other person. In addition, Aikido is not a sport that can be easily regulated and as such, serious injuries would likely occur in competitions.

**Q. How long will it take me to get a black belt in Aikido?**

A. While this is very difficult to answer, very often people practicing sincerely for three or so days a week regularly and continuously often find that they've been conferred a black belt in approximately six years.

**Q. How long will it take me to master Aikido?**

A. A very long time. People spend the rest of their lives practicing Aikido and very few people have the goal of obtaining a black belt or mastering Aikido.

**Q. How do I get started in Aikido?**

A. Aikido of Dallas has set aside four classes a week, Tuesdays and Thursdays from 6:45 - 8:30 p.m. and Saturdays and Sundays from 10:00 - 11:00 a.m. as *beginner style* classes where beginners are encouraged to attend. Every effort is made so that beginners feel comfortable, don't mind making mistakes in etiquette, don't mind feeling awkward in technique, etc. In those classes, the more advanced people try to help the beginning people; class goes a little bit slower with more explanation. We encourage people to come to the beginner's classes for a good couple of weeks, maybe the first month, until getting an opportunity to feel more comfortable in the dojo and letting the inevitable soreness dissipate before coming to other classes. However, everyone is welcome to all classes at any time.

**Q. How many different colored belts do you have in Aikido and what does each mean?**

A. In Aikido of Dallas we wear a white belt for people with no rank and up through and including people taking their 1st, 2nd, and 3rd tests. For the next two ranks below black belt, we wear a brown belt. At black belt and above, we wear a black belt. The brown belt signifies that the person has been around a little bit longer and is someone that a beginner might go to if they have problems in the dojo, if they have questions of etiquette or techniques, or wish to practice with somebody who might feel they know a little bit about what they are doing. A black belt traditionally means that you have been around long enough that you can fall down well. We take great efforts to avoid any ego boost that is present in obtaining a particular rank or a particular belt color.



**Q. Do you practice kicking in Aikido?**

A. At the beginning levels, practicing techniques against kicking is very challenging because falling down with one leg in the air and only one leg on the ground is very difficult. Most people have a difficult enough time learning how to fall without the added difficulty of practicing out of attacks with kicks. Although sometimes we do practice kicking, it is rare. Much of Aikido comes from swordsmanship and it is rare that one would kick when confronted with a sword because legs tend to get cut off rather easily.

**Q. What is the split skirt and what does it mean?**

A. The *hakama* or split skirt is worn at Aikido of Dallas by men of black belt rank and women of all ranks. It is traditionally a garment of the Samurai intended to hide the ankles and feet so that the opponent is unable to anticipate from what direction the next attack will come. Since the *hakama* is often expensive (approximately \$125.00), we encourage women to wait in purchasing a *hakama* until they have decided to continue in Aikido for some time.

**Q. Is there anything special or different between women and men in the dojo?**

A. Yes. Aside from the *hakama*, we infrequently have a class for women only. Also, we ask that women remove make-up, wear a white sports bra (if necessary) and/or a T-shirt (as gi tops often come loose) and change in the women's dressing rooms, etc.



## TESTING

The following pages set forth the techniques that will be called on each test for rank. Additional techniques may be called for at the test administrator's discretion. It is expected that the testing member be able to execute each technique for the rank the member is testing for as well as all techniques on each lower-ranking test.

The days' practice requirement is set as a minimum number. Practice at any USAF dojo or under any USAF instructor, including seminar practice days, counts towards the requirements if dojo dues are current. If you arrive late to class, please use good judgment in deciding whether to count the practice. Before a member may take a test, it is expected that the member have the minimum days' requirement, be comfortable executing the required techniques at a level commensurate with the rank, and that the senior members or instructors of the dojo be comfortable recommending the member for rank promotion. Aikido rank is based on more than mere proficiency of techniques. It is also desirable that the member work sincerely to understand the principles, philosophy and spirit of Aikido and make measured progress in these endeavors at each rank level.

Aikido of Dallas currently schedules testing for 5th, 4th, and 3rd kyu ranks 3-to-4 times each year. Testing for 2nd and 1st kyu ranks takes place approximately twice a year and often coincides with the Spring and Fall seminars. Dan testing takes place at larger, regional seminars throughout the year.

For members transferring from other Aikido dojo to Aikido of Dallas, Aikido of Dallas cannot guarantee recognition of kyu ranks sanctioned by organizations other than the USAF. Depending upon the sanctioning organization, the member's proficiency level, and the determination of the USAF headquarters in New York, an appropriate beginning level test will be administered. Though all dan gradings issued by the Aikikai Hombu Dojo in Japan are recognized, dan gradings from other sanctioning organizations are subject to the discretion of Yamada sensei, the USAF Technical Committee Chairman. All dan ranked transferring members without Aikikai Hombu Dojo certificates will be asked to take a shodan test at which time Yamada sensei will award appropriate rank.

## Children's Test Requirements

### White belt (1 stripe)

- Sit seiza
- Bowing
- Forward shikko
- Hanmi (right, left)
- Kneeling rolls (forward, backward), 1, 2, 3 pushover

### White belt (2 stripes)

- All the above
- Backward shikko
- Standing rolls (forward, backward)
- Hanmi (ai / gyaku)
- Irimi, tenkan, tenshin movements

### Yellow belt (10th kyu)

- All the above
- front and backward shiko with turns
- rowing exercise (ya, ho)
- 3 gyaku hanmi katatetori kokunage techniques: iriminage, tenkan, tenshin

### Orange belt (9th kyu)

- All above
- Tie belt
- Front and backward shikko with turns and rolls
- Front roll / tenkan / back roll
- Ikkyo exercise (ichi, ni)
- Ikkyo techniques against different attacks, including Ai-Hanmi katatetori, gyaku hanmi katatori, ushiro ryokatatori
- Kokunage techniques: gyaku hanmi katatetori uchi and kaiten throws
- Sitting kokyuhō

### Red belt (8th kyu)

- All the above
- Front brakefall rolls, irimi tenkan exercise

### Red belt (continued)

- Nikyo techniques against different attacks including Ai-Hanmi katatetori, gyaku hanmi katatori, ushiro ryokatatori
- Kaitennage techniques: gyaku hanmi katatetori (uchi and kaiten)
- Kokunage techniques: ryokatatori, ushiro ryokatatori
- Swari waza Ai-Hanmi katatetori ikkyo, kokunage

### Green belt (7th kyu)

- All the above
- Brakefall over person
- Attacks: tuski, shomenuchi, yokomenuchi
- Sankyo techniques against different attacks including Ai-Hanmi katatetori, gyaku hanmi katatori, ushiro ryokatatori, tuski
- Iriminage techniques against different attacks: tuski, shomen, yokomen, Ai-Hanmi katatetori
- Hanmi-handachi kokunage techniques: ryokatatori, ushiro ryokatatori
- Freestyle (2 person)

### Brown belt (6th kyu)

- All the above
- Shihonage techniques against different attacks including Ai-Hanmi katatetori, gyaku hanmi katatetori, yokomenuchi
- Udekimi techniques against different attacks: Ai-Hanmi katatetori, yokomenuchi, ushiro ryokatatori
- Kotegaeshi techniques against different attacks: Ai-Hanmi katatetori, gyaku hanmi katatetori, tuski, shomenuchi
- Hanmi-handachi freestyle (2 person)

## United States Aikido Federation (USAF) Test Requirements

### 6th Kyu (≥20 days practice)

Wrist exercises (ikkyo, kotegaeshi, nikyo)  
Aiki exercises (rowing, ikkyo, tenkan)  
Rolling (forward and backward)  
Shikko (knee walking)

### 5th Kyu (≥60 days practice)

Shomenuchi ikkyo (omote & ura)  
Shomenuchi iriminage  
Katatetori shihonage (omote & ura)  
Ryotetori tenchinage  
Tsuki kotegaeshi  
Ushiro tekubitori kotegaeshi  
Morotetori kokyuhō

### 4th Kyu (≥80 days practice after 5th kyu)

Shomenuchi nikyo (omote & ura)  
Yokomenuchi shihonage (omote & ura)  
Tsuki iriminage  
Ushiro tekubitori sankyo (omote & ura)  
Ushiro ryokatatori kotegaeshi  
Suwari waza: Shomenuchi ikkyo  
Katatori nikyo (omote & ura)  
Katatori sankyo

### 3rd Kyu (≥100 days practice after 4th kyu)

Yokomenuchi iriminage (2 ways)  
Yokomenuchi kotegaeshi  
Tsuki kaitennage  
Ushiro ryokatatori sankyo (omote & ura)  
Morotetori iriminage (2 ways)  
Shomenuchi sankyo (omote & ura)  
Suwari waza:  
Shomenuchi iriminage  
Shomenuchi nikyo (omote & ura)  
Hanmi-handachi:  
Katatetori shihonage  
Katatetori kaitennage (uchi & soto mawari)

### 2nd Kyu (≥200 days practice after 3rd kyu)

Shomenuchi shihonage  
Shomenuchi kaitennage  
Yokomenuchi gokyo  
Ushiro tekubitori shihonage  
Ushiro tekubitori jujinage  
Ushiro kubishime koshinage  
Morotetori nikyo  
Hanmi-handachi: Shomenuchi iriminage  
Katatetori nikyo  
Yokomenuchi kotegaeshi  
Freestyle - 2 persons

### 1st Kyu (≥300 days practice after 2nd kyu)

Katatori menuchi - 5 techniques  
Yokomenuchi - 5 techniques  
Morotetori - 5 techniques  
Shomenuchi - 5 techniques  
Ryotetori - 5 techniques  
Koshinage - 5 techniques  
Tantotori  
Hanmi-handachi (ushiro waza - 5 techniques)  
Freestyle - 3 persons

### Sho Dan (≥300 days practice after 1st kyu)

Katatori menuchi - 5 techniques  
Yokomenuchi - 5 techniques  
Morotetori - 5 techniques  
Shomenuchi - 5 techniques  
Ryotetori - 5 techniques  
Koshinage - 5 techniques  
Hanmi-handachi (ushiro waza - 5 techniques)  
Tantotori  
Tachitori  
Jotori  
Henkawaza  
Freestyle - 4 persons

### Ni Dan (≥600 days practice after Shodan)

Katatori menuchi - 5 techniques  
Yokomenuchi - 5 techniques  
Morotetori - 5 techniques  
Shomenuchi - 5 techniques  
Ryotetori - 5 techniques  
Koshinage - 5 techniques  
Hanmi-handachi (ushiro waza - 5 techniques)  
Tantotori  
Tachitori  
Jotori  
Henkawaza  
Kaeshiwaza  
Freestyle - 5 persons  
Attend 2 seminars per year after sho-dan.

### San Dan (≥700 days practice after Nidan)

Subject of exam to be determined by examiner at the time of the exam.  
Attend 2 seminars per year after nidan

## AoD Additional Adult Test Requirements

### 6th Kyu

Shomenuchi iriminage  
Ai-Hanmi katatetori ikkyo (omote & ura)  
Katatetori shihonage (omote & ura)  
Tsuki kotegaeshi

### 5th Kyu

Katatetori ikkyo (omote & ura)  
Ai-Hanmi katatetori ikkyo (omote & ura)  
Katatetori kokyunage (omote & ura)  
Ushiro tekubitori ikkyo (omote & ura)  
Kokyu Ho

### 4th Kyu

Yokomenuchi nikyo (omote & ura)  
Yokomenuchi ikkyo (omote & ura)  
Ushiro ryokatatori shihonage (omote & ura)  
Katatetori kotegaeshi (2 ways)  
Katatetori iriminage (2 ways)  
Ai-Hanmi katatetori shihonage (omote & ura)  
Ai-Hanmi katatetori iriminage (2 ways)  
Ryotetori shihonage (omote & ura)  
Ryotetori ikkyo (omote & ura)  
Ryotetori kokyunage (2 ways)  
Swari waza:  
    Ai-Hanmi katatetori sankyo (omote & ura)

### 3rd Kyu

Shomenuchi kaitenage (omote & ura)  
Morotetori sankyo (omote & ura)  
Ushiro ryotetori (3 ways)  
Ushiro ryokatatori (3 ways)  
Ryokatatori (3 ways)  
Jujinage (3 ways)  
Swari waza:  
    Shomenuchi ikkyo (omote & ura)  
    Shomenuchi sankyo (omote & ura)  
    Shomenuchi yonkyo (omote & ura)  
Hanmi-handachi:  
    Ryotetori shihonage (omote & ura)  
    Morotetori shihonage (omote & ura)  
    Ai-Hanmi katatetori shihonage (o & u)

### 2nd Kyu

Ushiro kubishime shihonage (omote & ura)  
Ushiro kubishime sankyo (o & u - both hands)  
Ushiro kubishime jujinage  
Ushiro ryokatatori iriminage

### 2nd Kyu (continued)

Ushiro ryokatatori kokyunage (3 ways)  
Ushiro ryotetori kokyunage (3 ways)  
Morotetori kokyunage (3 ways)  
Morotetori shihonage (o & u; both hands)  
Morotetori koshinage (2 ways)  
Jujinage (3 ways)  
Hanmi-handachi:  
    Shomenuchi kotegaeshi  
    Shomenuchi sankyo (omote & ura)  
    Yokomenuchi shihonage (omote & ura)  
    Yokomenuchi kaitenage (omote & ura)  
    Katatetori sumiotoshi (omote & ura)  
    Katatetori kokyunage (2 ways)

### 1st Kyu

Tsuki (5 ways)  
Katatori (5 ways)  
Katatetori (5 ways)  
Ai-Hanmi katatetori (5 ways)  
Tanto tori: tsuki, shomenuchi, & yokomenuchi  
    (5 ways each)  
Jo Waza: katatetori, Ai-hanmi katatetori,  
    morotetori & ryotetori (5 ways each)  
Swari waza:  
    Iriminage from shomenuchi, tsuki, &  
    yokomenuchi  
    Ikkyo through Yonkyo (each omote & ura)  
    from shomenuchi, yokomenuchi, & tsuki  
Hanmi-handachi:  
    Ushiro waza (5 ways)  
    Ushiro waza shihonage (5 ways)  
    Ikkyo through Yonkyo (each omote & ura)  
    from shomenuchi, yokomenuchi, & tsuki  
    Katatetori iriminage  
    Ai-Hanmi katatetori iriminage  
    Jujinage (3 ways)  
**Sho Dan**  
All the above ikkyu requirements  
Jo Tori: tsuki, shomenuchi, yokomenuchi  
    (5 ways each)  
Bokken tori: tsuki, shomenuchi, yokomenuchi (5  
    ways each)

## TERMINOLOGY

### Key to Pronunciation

A as in FAR

E as in MET except at the end of a word, then as in H'A'Y

I as in UNIQUE

O as in COAT except when following a consonant, then as in T'O'W

U as in RUDE

R's pronounced like 'L' or a soft 'd', but it's best if you can roll the 'R'

### Counting in Japanese

ZERO - 0

ICHI - one

NI - two

SAN - three

SHI - four

GO - five

ROKU - six

SHICHI - seven

HACHI - eight

KU - nine

JU - ten

JUICHI - eleven

JUNI - twelve

JUSAN - thirteen

JUSHI - fourteen

JUGO - fifteen

JUROKU - sixteen

JUSHICHI - seventeen

JUHACHI - eighteen

JUKU - nineteen

NIJU - twenty

### Undo (Exercises)

FUNAKOGI UNDO - Rowing exercise.

HAPPO UNDO - Eight direction exercise.

SAYO UNDO - Left and right exercise.

SHOMEN-UCHI IKKYO UNDO - arm raising (protection of forehead) exercise.

TEKUBI UNDO - Wrist stretching exercise.

IKKYO UNDO - First technique wrist bend.

NIKYO UNDO - Second technique wrist bend.

SANKYO UNDO - Third technique wrist bend.

SHIHO-NAGE UNDO - Four directions technique wrist bend.

UDEFURI UNDO - Arm swinging exercise.

KOTE MAWASHI HO - Wrist turn in stretch.

KOTE GAESHI HO - Wrist turn out stretch.

KOHO TEKUBI UNDO - Wrist cupping exercise.

### Attacks

BOKUTO-TORI: Attack with a bokuto.

HANTAI-TE-TORI: Wrist grab to opposite side (also AI-HANMI KATATE-TORI).

JO-TORI: Attack with a jo, jo take away.

KATA-TORI: One hand shoulder grab (gyaku hanmi).

KATATE-TORI: Wrist grab to same side (gyaku hanmi).

KATA-TORI MENUCHI: Uke grabs one shoulder and nage strikes shomen to uke's head.

MENUCHI: Strike to head (usually shomen strike).  
 MOROTE-TORI: 2 hands grabbing one wrist (usually gyaku hanmi).  
 RYOKATA-TORI: Both shoulders grabbed from front (usually gyaku hanmi).  
 RYOTE-TORI: Both wrists grabbed from front (usually gyaku hanmi).  
 SHOMEN-UCHI: Strike to the top of the head (gyaku hanmi).  
 TACHI-TORI: Attack with a sword (bokuto).  
 TANTO-TORI: Attack with a tanto.

TSUKI: Thrust or punch (Ai-Hanmi).  
 USHIRO HIJI-TORI: Both elbows grabbed from behind.  
 USHIRO RYOKATA-TORI: Both shoulders grabbed from behind.  
 USHIRO TEKUBI-TORI: Both wrists grabbed from behind.  
 USHIRO TEKUBI-SHIME: Choke hold, one arm around neck and one grabbing wrist.  
 YOKOMEN-UCHI: Strike to the side of head (45 degree cut from Ai-Hanmi).

## Basic Technique Examples

The whole name of a technique, in Japanese, is formed, first, from the name of the attack, then from the name of the technique followed by the direction from which the technique is executed. Below are a few examples:

- RYOTE-TORI TENCHI-NAGE, OMOTE & URA
  - TENCHI - When written in Japanese it is formed from two characters, which literally translate to mean "heaven" and "earth". Execution is with one hand pointed upwards (heaven) and the other hand pointed downwards (earth).
  - OMOTE - Refers to stepping across uke's front without turning the hips at the beginning of the technique.
  - URA - The opposite of OMOTE, the hips turn and one steps out and around. Refers to how one initially begins the movement, generally with a tenkan.
- KATATE-TORI KOKYU-NAGE, OMOTE & URA
  - KATATE - One hand or wrist.
  - TORI - Comes from the root word 'TORI' which means 'to take' or grab.
  - KOKYU - Refers leading, timing, breath or momentum.
  - NAGE - Comes from the word 'NAGERU,' which means 'to throw'.
- KATATE-TORI KAITEN-NAGE, OMOTE & URA
  - KAITEN - Refers to a spinning, revolving or circular motion.
- YOKOMEN-UCHI SHIHO-NAGE, OMOTE & URA
  - YOKOMEN - Refers to the side of the head.
  - UCHI - Refers to a hit or strike.
  - SHIHO-NAGE - Literally to throw to the four corners or directions.



## ATTACKS — Grabs



**Katatetori**



**Katatetori Ai-Hanmi**



**Morotetori**



**Ryotetori**



**Ushiro Tekubitori**



**Katatori**

## ATTACKS — Strikes



**Shomenuchi**



**Yokomenuchi**



**Tsuki**

## TECHNIQUES



**Ikkyo**



**Nikyo**



**Kotegaeshi**



**Shihonage**



**Iriminage**



**Tenchinage**

## MISCELLANEOUS



**Hanmi-Handachi Katatetori**



**Suwari Waza Katatetori**



**Kokyuhō**

## Common Aikido Terms

**ai-hanmi (mutual stance):** When both partners have the same foot advanced. Also referred to as 'cross stance'.

**Aikidoka:** Person who practices Aikido for a living or professionally. Those who practice aikido may be referred to as "Aikidoist" or Aikido members when in reference to belonging to a dojo, group or federation such as the USAF.

**agatsu (victory over self):** O-Sensei's '2nd principle of Aikido'.

**atemi (strike):** The defensive blow used to neutralize your partner's initiative or to take away his/her balance for a technique to be effectively applied. It is not meant to inflict injury.

**bokken:** Wooden sword.

**Bu (martial ardor):** In Aikido, Bu signifies valor and indomitable spirit, not contention and strife. Aikido is the ultimate expression of Bu, which originally meant 'to prevent two weapons from coming together.'

**budo (martial ways):** 'Ways' originated in the martial arts.

**dan (level):** Black belt rank or level.

**deshi:** Student or disciple.

**dojo (training hall):** Buddhist temples and any training hall where a Way is practiced.

**Doshu (leader of 'The Way'):** Following traditional Japanese custom, the position of Doshu has been hereditary. The current Doshu, Ueshiba Moriteru, is the Founder's grandson.

**gi:** Training uniform.

**gokyo:** Number five pinning technique.

**gyaku-hanmi (reverse stance):** Opposite feet advanced, mirror image.

**hai:** Yes.

**hakama:** A divided skirt-like pant. At Aikido of Dallas it is black or dark blue and is worn by men of yudansha rank and women of all ranks.

**henka-waza:** Switching from one technique to another.

**hanmi (half-open body):** The basic triangular stance of Aikido.

**hanmi-handachi:** Techniques done while nage is kneeling (seiza) and uke attacks from the standing position.

**hantai:** Opposite or reverse.

**hara:** The 'Center' or 'One Point' in the lower abdomen. This is also, reputedly, the physical center of the body.

**hidari:** Left. (migi: right).

**hiji:** Elbow.

**hiza:** Knee.

**Hombu Dojo (Headquarters Training Hall):** Located in Tokyo. It is the headquarters of both the Japanese and International Aikido Federations.

**ikkyo:** Number one pinning technique.

**irimi:** To enter, entering.

**jo:** Wooden staff a little less than shoulder high in length.

**jo-tori (jo take away):** Techniques for disarming an opponent armed with a jo.

**juji-nage (crossed arms throw):** Throw executed when one's partner's arms are crossed at right angles.

**jyuwasa:** Free-style throwing.

**kaeshi-waza:** Counter techniques.

**kagami biraki:** Martial arts "New Year" celebration.

**kaiten (open and turn):** To revolve or turn.

**kanji:** Japanese or Chinese written characters.

**katsu haya hi:** Victory faster than light. O-Sensei's '3rd principle of Aikido'.

**kata (fixed form):** Predetermined sequences of movements used as a learning technique in martial arts. Also, shoulder in Japanese.

**keiko:** Practice session or training.

**keiko gi:** Practice clothes.

**kiai (full of Ki):** On the physical plane, kiai is manifest as a piercing shout emanating from the depths of one's being. On the spiritual plane, it is manifest as a steady outpouring of vital energy.

**kohai:** Junior student. In the vertical hierarchy of Aikido a person who has practiced less than another student. Everyone is a student in their practice, and everyone is kohai to Doshu. It is not a subservient or lesser position to another who is our sempai or more senior. This is not a tangible or specific role. There are no guidelines on seniority in Aikido. Part of our training is our knowledge of when we are sempai and, even more importantly when we are kohai.

**kokyu (animating breath):** When one's 'kokyu' is full and deep, one is in tune with the workings of the universe.

**kokyu dosa:** A pinning technique used for developing your ki breathing without using strength.

**Kokyu-ho (breath meditation):** A special set of meditation and development techniques aimed at calming the spirit and establishing true kokyu.

**koshi-nage (hip throw):** Techniques when throwing uke over your hips.

**kyu rank:** Beginner levels, levels below dan rank. In Aikido there are 5 adult kyu ranks.

**ma-ai (distance):** The proper space between two partners, varies with the height of the partners and whether or not they are holding weapons.

**masa-katsu (correct style of victory):** O-Sensei's "1st principle of Aikido".

**men:** Face or head.

**migi:** Right (hidari: left).

**misogi (purification):** Rites of breathing or water used to purify body and mind, to remove various impurities and restore our true image. O-Sensei considered all Aikido techniques to be forms of misogi.

**mune:** Chest.

**nage:** Throw or the person who throws.

**omote (forward):** Techniques done moving forward or in front of uke.

**onegai shimasu:** I make a request, please help me.

**O-Sensei (great teacher):** A common way of referring to the Founder, Ueshiba Morihei.

**rei:** Bow. The formal gesture of respect and gratitude used by Aikido practitioners.

**reigi:** Etiquette or courtesy.

**seiza (correct or calm sitting):** Most formal and classic sitting style in Japan, sitting on knees with feet flat, the left big toe over right with about three fists of space between knees and back straight.

**sempai:** Senior student. A student who has more seniority in his practice. A person may be sempai to other kohai but they are also kohai or

a junior student to someone else. This is not a tangible or specific role.

**sensei (teacher):** Title used for the instructor.

**shihan (teacher of teachers):** Honorary title awarded to some of the highest ranking teachers.

**shiho:** Four directions (as in shiho-nage throw).

**shikaku:** Dead corner (uke's blind spot).

**shikko:** Knee walking.

**shisei:** Position, posture, attitude. Both physical and mental.

**shomen:** Front or top of head; also the front of the dojo.

**soto (out/outside):** Movement to the side of uke.

**suburi:** A single movement using the ken or jo. Done as a solo practice.

**suwari waza:** Techniques done from a kneeling/sitting (seiza) position.

**tachi-tori (sword taking):** Techniques to disarm or neutralize an opponent armed with a sword.

**tachi-waza:** Techniques done from a standing position. Also a technique applied with the help of the bokken to throw uke who is trying to take it away from nage.

**tanto:** Knife.

**te:** Hand (wrist).

**te-katana (hand sword):** Hand-sword, the edge of the hand. Many Aikido movements emphasize extension and alignment through one's tekatana.

**tekubi tori:** Wrist grab.

**tenchi (heaven and earth):** Aikido has a range of techniques called tenchi-nage or 'heaven and earth throws'.

**tenkan (turn):** Refers to direction of movement. Nage slides or steps to uke's 'back' or backside and then generates a circle with nage as the center and uke as the outside of the circle.

**tenshin:** To take a step backwards off the line of attack.

**tsuki:** Thrust or punch.

**uchi-deshi (inner disciple):** A student who lives in the dojo and acts as a 24 hour trainee/attendant.

**uchi (inside):** Movement inside uke's arm.

**ude:** Arm.

**udekime-nage (arm bar throw):** Type of kokyu-nage where uke's arm acts as a lever arm.

**uke (to receive):** The partner who 'receives' the technique or who is thrown, hence, the one attacking.

**ukemi (fall):** Taking a controlled fall when thrown. Mae ukemi are forward rolls and ushiro ukemi are backward rolls. The process of receiving the technique from nage.

**ushiro-waza (rear techniques):** Techniques applied when one is attacked from the rear.




**waza:** Technique.

**yokomen-uchi (side blow to the head):** Uke steps off the line slightly and strikes diagonally across nage, neck to hip.

**yudansha:** Person holding black belt rank.

**zanshin (unbroken concentration):** The 'follow through' of a technique. One is connected to uke even after the throw in an unbroken flow of ki, and is simultaneously ready to receive any new attack. A moment of settling and stillness at the completion of a technique.

## AIKIDO QUIZ (with answers)

- Write the three kanji for Aikido and give a short English definition or translation for each.
  -  Ai harmony
  -  Ki spirit/energy
  -  Dō way/path
- Give a short English definition or translation of the three kanji when they are put together to form Aikido. The martial way of harmonizing with the spirit of the universe.
- How is Aikido different from other martial arts? The Aikidoist harmonizes with, rather than confronts, an aggressive line.
- Aikido offers practical self-defense but, more importantly, it teaches self-improvement.
- Morihei Ueshiba is the founder of Aikido and is commonly called O-Sensei meaning Great Teacher.
- When was the founder of Aikido born? December 14, 1883
- In what Japanese prefecture was the founder of Aikido born? Wakayama
- From what year does the formulation of Aikido date? 1925.
- When did the founder die? April 26, 1969 at about 5:30 am
- The Japanese government posthumously declared the founder a sacred national treasure of Japan.
- Identify in Japanese the three weapons used in Aikido training and give a short English description of each.
  - Jo - Short Walking Staff
  - Bokken or Bokto - Wooden Sword
  - Tanto - Wooden Knife
- The founder wrote that Budo (the martial way) is love.
- Circle all correct answer(s). Aikido is
  - Felling the opponent by force.
  - A tool to lead the world into destruction with arms.
  - To right that which is wrong and to serve all mankind.
  - To accept the spirit of the universe, keep the peace of the world, correctly produce, protect, and cultivate all things.
- Why are there no competitive tournaments in Aikido?: O-Sensei did not want Aikido to be used as a tool for vanquishing an opponent.
- The Japanese word for the practice uniform is keiko-gi or gi for short.
- The black skirt-like trousers worn by black belt holders and women of all ranks is called a hakama.
- The founder's son who inherited the title Doshu (meaning "Leader of the Way"), named Kisshomaru Ueshiba died January 4, 1999.
- The founder's grandson who inherited the title Doshu is named Moriteru Ueshiba.
- Aikido World Headquarters is called Hombu-Dojo and is located in Tokyo, Japan.

20. Akira Tohei Shihan, 8<sup>th</sup> dan, dispatched in 1972 from Hombu Dojo was the leader of Midwestern Region of the United States Aikido Federation. He died July 2, 1999 at approximately 10:26 am.
21. The United States Aikido Federation is headquartered in New York, New York and is under the direction of Yoshimitsu Yamada Shihan, 8<sup>th</sup> dan.
22. When asked by a wartime soldier ‘What is Aikido?’ the founder wrote back by simply putting three geometric shapes on a piece of paper. What were the shapes, what does each represent and where in Aikido technique is each shape found?
- a) Δ Triangle piercing/sharp stance/irimi (entering)
- b) O Circle harmony/smooth movement
- c) □ Square solid/stable pin/zanshim
23. O-Sensei spoke of “three victories” to describe the reason for practicing Aikido. Identify each victory in Japanese and give a short English translation of each.
- a) Masakatsu Correct victory
- b) Agatsu Self victory
- c) Katsuhayabi Victory fast as sunlight
24. The beginning of most Aikido techniques is one of these three movements. Identify each in Japanese and give a short English description for each.
- a) Irimi Entering & making 2 lines
- b) Tenkan Stepping/sliding in, stepping back & turning
- c) Tenshin Stepping/sliding backward 45<sup>0</sup>
25. What does the Japanese word *Dojo* mean in English? Place where ‘the way’ is practiced
26. Aikido is to help correct others when they are not in harmony with the universe. (True or False)
27. List three reasons to come to the dojo.
- a) Practice aikido
- b) Practice with all the different members of the dojo
- c) Follow the instructors' direction
28. List three types of practice.
- a) Mitori keiko -- watching practice (while injured or unable to practice)
- b) Kagari keiko -- changing partners practice (practicing with many members)
- c) Migari keiko -- polishing practice (focused practice with one partner)
29. Translate the following Japanese phrases:
- a) Sen-no-sen moving before uke finishes attack
- b) Go-no-sen moving after uke finishes attack
- c) Heijoshin flat, steady feeling
- d) Keiko sanshim practice ancient ways to give new birth

## RELEASE

Below is a copy of the release you signed when beginning Aikido classes.

I, \_\_\_\_\_ (print name), do understand and acknowledge that Aikido is a martial art involving strenuous physical activity and bodily contact. No judgment of my skill level or physical health was exercised by Aikido Institute of Dallas, d/b/a Aikido of Dallas (hereinafter collectively 'Aikido of Dallas') in allowing me to participate in Aikido practice. As a condition to, and in consideration of, the privilege of participating in Aikido practice, I agree and promise to assume all risk and responsibility for any and all injuries from damages suffered by me or caused by third parties to me arising out of participation in Aikido practice wherever it occurs.

I hereby agree for myself, heirs and representatives that neither Aikido of Dallas nor their agents or servants shall be liable for any such claim, demand, damage, injury or loss.

IN WITNESS WHEREOF, I sign and seal this document, which I intend to be a legally binding document and as such I have read and understand it fully.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If under 18 years of age)

I hereby agree that if my child or anyone on my child's behalf should claim that Aikido of Dallas or any of its employees or volunteers is liable for any damages as a result of injuries to my child which occur during the practice of Aikido or during any other use of the facilities or services of Aikido of Dallas, then I shall hold Aikido of Dallas and each of its employees and volunteers harmless and blameless from such liability and shall defend Aikido of Dallas and its employees and volunteers against any such claim and shall pay any damages which might be due my child or any other person as a result of injuries to my child.

Parent or Guardian: \_\_\_\_\_