NATIONAL KYOKUSHIN ACADEMY OF MARTIAL ARTS



NKAMA Dojo Affiliation Information and Application Packet

Information requirements fees application and six month affiliation process

Prepared for prospective affiliated dojos

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111 J. Street | La Porte, IN 46 350
(219) 262-3656 | honbu@nkama.org

Welcome to the NKAMA Affiliation Process

This packet explains how an independent dojo can apply to affiliate with the National Kyokushin Academy of Martial Arts. It describes the relationship, current U.S. fees, student membership, the six-month supervised affiliation period, rank and testing expectations, the separate Branch Chief pathway, and the information needed for review.

Affiliation connects an approved dojo to NKAMA while preserving the dojo owner or operator's control over ordinary local operations. Approval is issued in writing after NKAMA reviews the dojo, head instructor, credentials, affiliations, and readiness to follow the applicable NKAMA standards.

Quick Reference

Item	Current U.S. program
Dojo affiliation fee	US$60 one time with no annual renewal fee
Student membership fee	US$12 one time with no annual renewal fee
Student membership benefit	NKAMA membership card and membership and rank record at members.nkama.org
New dojo supervision	Six months
Support meetings	Scheduled as needed with monthly contact as the general target
Branch Chief certification	Separate appointment and US$100 every two years
Internal appeal period	Seven days from the applicable written notice

Packet Contents

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Section 1 NKAMA and Affiliated Dojo Status

About NKAMA

NKAMA is the National Kyokushin Academy of Martial Arts. It provides an organizational framework for membership, rank records, instructor and examiner recognition, affiliated-dojo relationships, technical development, and approved martial arts activities. This description is not a substitute for a separately approved official mission statement.

What an Affiliated Dojo Is

An affiliated dojo is an independently operated martial arts school, club, association, or approved program that NKAMA has formally accepted. It maintains an approved head instructor, follows the applicable NKAMA technical and organizational standards, keeps accurate membership and rank records, cooperates with the affiliation process, and uses NKAMA identification only as authorized.

Affiliation does not transfer ownership of the dojo to NKAMA. It does not make the dojo a Branch Chief, a Country Representative, or a Country Director. Those are separate individual appointments with separate authority and requirements.

Who May Apply

- An independent dojo or martial arts school
- A multi-dojo association
- A school or university martial arts club
- A community-center club
- A nonprofit martial arts program
- Another program accepted for case-by-case review

One Leadership Structure Per Country

NKAMA recognizes only one Country Director and one Country Representative serving for a country at one time. Those officials act within the authority assigned to their offices and coordinate country-level affiliation matters.

Section 2 Benefits and Shared Responsibilities

What the Dojo Retains

Local dojo decision	NKAMA connection
Dojo name and ownership	Approved identification as an NKAMA affiliated dojo
Teaching schedule	Access to the applicable NKAMA technical and rank framework
Tuition and ordinary operating fees	Student membership and organizational records through NKAMA
Community programs	Opportunities for approved tournaments demonstrations seminars and cooperation
Existing website and social media identity	Authorized use of NKAMA affiliation identification

What the Dojo Agrees to Do

- Follow the NKAMA rules standards and requirements supplied to the dojo
- Maintain accurate student rank instructor examination and affiliation records
- Register participating students through the approved membership process
- Protect the integrity of Kyokushin rank and use only authorized testing authority
- Disclose another martial arts affiliation and cooperate with conflict review when needed
- Use NKAMA names marks cards certificates and credentials only as authorized
- Inform NKAMA of promoted tournaments demonstrations seminars and similar activities
- Participate in the six-month supervised affiliation period and address agreed corrections
- Cooperate with complaint appeal safety and record procedures applicable to the relationship

Support Available During Affiliation

Support may include technical discussion, rank-record guidance, instructor development, event cooperation, and connection with NKAMA leadership. Availability depends on the country, the dojo's needs, instructor eligibility, and the specific program or activity.

Section 3 Fees Student Membership and Regional Pricing

Current U.S. Fee Schedule

Item	Amount	Frequency	What it covers
Dojo affiliation	US$60	One time	Affiliation application and organizational affiliation record after approval
Student membership	US$12	One time	Student membership record membership card and rank record at members.nkama.org
Branch Chief certification	US$100	Every two years	Separate Branch Chief certification or recertification cycle

These are the current U.S. amounts. Other countries may receive regional pricing based on an approved country or regional schedule. NKAMA will identify the applicable amount, currency, recipient, and payment instructions in writing before requesting payment.

Student Membership

Each participating student pays the one-time student membership fee. The student receives an NKAMA membership card, and the student's membership and rank record is maintained through members.nkama.org under the applicable registration and verification procedure. The dojo must submit accurate information and promptly request correction of any error.

Separate Charges

Testing, printed certificates, shipping, patches, events, replacement cards, or other optional materials and services may carry separate charges only when NKAMA provides the applicable written price and instructions. The dojo should not collect or send an NKAMA charge that has not been identified in writing.

Section 4 Six Month Probation

A newly affiliated dojo completes a six-month supervision or probationary period. The purpose is to support the dojo, confirm that records and training practices are consistent with the affiliation, identify questions early, and give both sides an organized opportunity to evaluate the relationship.

How the Review Works

- The Country Representative coordinates communication and the review process under the Country Director's oversight.
- Support meetings are arranged as needed, with monthly contact as the general target.
- Meetings may be conducted by Zoom or another agreed video platform.
- The dojo may submit selected training clips for technical and organizational review.
- An in-person observation may be arranged when distance and circumstances make it practical.
- NKAMA and the dojo discuss progress needed corrections and follow-up support.
- The Country Director and Country Representative jointly decide whether probation is completed extended or requires another action.

Suggested Six Month Support Record

Period	Suggested focus
Opening meeting	Orientation instructor credentials student registration records and questions
Month 1	Training structure curriculum alignment and immediate support needs
Month 2	Membership and rank records instructor responsibilities and corrections
Month 3	Training clips or observation technical discussion and progress review
Month 4	Events communication student development and record accuracy
Month 5	Outstanding corrections readiness and next-step planning
Month 6	Completion review and written decision by the Country Director and Country Representative

The schedule may be adjusted to the dojo's needs. Training footage must be shared responsibly, with appropriate consent and care when a minor appears.

Section 5 Branch Chief Role and Certification

Separate Appointment

Branch Chief is a separate individual appointment. A dojo does not become a Branch Chief merely by affiliating or completing probation. An eligible instructor may be considered through a separate NKAMA review and appointment process.

Branch Chief Responsibilities

- Carry out the applicable NKAMA rules regulations and organizational requirements
- Represent the assigned NKAMA branch within the scope of the appointment
- Extend responsible NKAMA activity into the community
- Support tournaments demonstrations seminars and other approved activities
- Maintain accurate communication records and good standing
- Exercise promotion authority only within the approved rank examiner rule

Certification and Rank Authority

Under the current U.S. schedule, Branch Chief certification is US$100 and is renewed every two years through recertification. Appointment and recertification remain subject to NKAMA review and good standing.

For a black-belt examination, the examiner must be at least two Dan grades above the candidate. A Sandan may examine a Shodan candidate; a Yondan may examine up to Nidan; and a Godan may examine up to Sandan. If the responsible instructor does not meet the required two-grade difference, a qualified higher-ranking black belt who does meet it must be present and serve within the approved examination procedure.

Section 6 Rank Recognition and Testing

Existing Rank Recognition

A verified Kyu grade from an established Kyokushin organization is recognized at the same grade. A Dan grade requires document review and technical evaluation before NKAMA recognition. A rank from another style or system is recorded accurately and does not automatically become an NKAMA Kyokushin rank.

Kyu Testing

Kyu testing must be conducted by an instructor or examiner whose authority has been confirmed for the grade involved. The dojo must use the applicable curriculum, time-in-grade, examination, result, certificate, and record procedures provided for the test. An examiner testing a student from another dojo must have the home instructor's consent or an NKAMA assignment.

Dan Testing

Dan testing remains subject to NKAMA authorization. Every black-belt examiner must be at least two Dan grades above the candidate. No title, dojo affiliation, instructor status, or Branch Chief appointment overrides this rule. When the local instructor does not meet the requirement, a qualified higher-ranking black belt must participate under the approved examination arrangement.

Instructor Standing

NKAMA may review rank evidence, teaching history, practical teaching ability, orientation, conduct, records, and good standing when recognizing an instructor or examiner. Affiliation by itself does not grant unrestricted testing authority or an instructor credential.

Section 7 Dogi Patches Certificates and Official Records

Dogi and NKAMA Identification

NKAMA does not require one branded uniform. For official NKAMA examinations, tournaments, seminars, demonstrations, instructor events, and official representation, participants use a compliant traditional dogi displaying the official NKAMA patch or approved embroidery. NKAMA supplies or confirms the applicable identification and placement instructions.

Membership Cards and Rank Records

Student membership includes an NKAMA membership card and an organizational membership and rank record at members.nkama.org. A card or website entry documents the NKAMA record; it does not replace the underlying examination, promotion, recognition, or verification requirements.

Certificates and Materials

NKAMA may provide digital or printed certificates and other official materials through the applicable procedure. Printing, shipping, replacement, patch, belt, event, or certificate charges are separate only when provided in writing. A dojo may not alter, reproduce, issue, or represent an unofficial document as an NKAMA credential.

Section 8 Events Appeals and Records

Tournaments Demonstrations and Seminars

An affiliated dojo must inform NKAMA before promoting a tournament, demonstration, seminar, camp, or similar activity connected with its NKAMA affiliation. The Country Director and Country Representative jointly review the activity and provide the applicable written confirmation so that the activity is consistent with NKAMA policy. The dojo remains responsible for its local planning, participants, venue, finances, safety, and required local arrangements.

Application and Organizational Decisions

NKAMA reviews the submitted application, instructor credentials, rank history, organizational affiliations, references, and other information reasonably needed for the affiliation decision. NKAMA may request more information before issuing a written result. Payment does not create affiliation unless NKAMA has issued written approval.

Internal Appeals

The current internal appeal period is seven days. A written decision subject to appeal should identify the deadline, submission method, and reviewer. The appellant should state the decision challenged, the reason for disagreement, and the requested correction, and should include supporting information.

Records

NKAMA retains covered organizational records for at least five years. Affiliated dojos must maintain accurate records and cooperate with verification, correction, secure handling, and authorized access. Some permanent membership or rank records may be maintained longer as part of the organizational record system.

Section 9 Frequently Asked Questions

Must our dojo change its name? No. Affiliation does not require a dojo name change.

Does NKAMA own an affiliated dojo? No. The dojo remains independently operated and locally controlled.

Must we purchase a branded NKAMA dogi? No. A compliant traditional dogi with the official NKAMA patch or approved embroidery is used for official NKAMA activities.

What is the U.S. dojo affiliation fee? The current U.S. fee is a one-time US$60 payment with no annual renewal fee.

What is the U.S. student membership fee? The current U.S. fee is a one-time US$12 payment. It includes a membership card and membership and rank record at members.nkama.org.

Can other countries have different fees? Yes. NKAMA may establish regional pricing for another country.

How long is the new-dojo probation? Six months, with support and review coordinated through the Country Representative and Country Director.

Does affiliation make the instructor a Branch Chief? No. Branch Chief is a separate individual appointment and certification.

How often is Branch Chief recertification? Every two years. The current U.S. amount is US$100 for the certification cycle.

Can our instructor test black belts? Only within authorized examination procedures and only when the examiner is at least two Dan grades above the candidate.

Can we remain affiliated with another organization? Yes, with disclosure. NKAMA reviews a potential conflict when one is identified.

Must we notify NKAMA about events? Yes. Notify NKAMA before promoting a connected tournament demonstration seminar camp or similar activity and obtain the applicable written confirmation.

How do we submit the application? Send the completed packet and attachments to honbu@nkama.org, mail them to NKAMA at 111 J. Street, La Porte, IN 46 350, or return them to the NKAMA representative who provided the packet. Questions may be directed to (219) 262-3656.

Section 10 Dojo Application

Dojo and Contact Information

Legal or operating name _____

Dojo or program name _____

Physical address _____

Mailing address _____

Website _____

Primary contact _____

Email _____

Phone _____

Head instructor _____

Head instructor rank and issuing organization _____

Approximate student count _____

Instructor count _____

Organization Type

- ☐ Independent dojo
- ☐ Multi-dojo association
- ☐ School or university club
- ☐ Community-center club
- ☐ Nonprofit martial arts program
- ☐ Other program for case-by-case review

Dojo Background and Affiliation Interest

Year established _____

Primary style or system _____

Current curriculum description _____

_____

_____

Current organizational affiliations _____

_____

Head instructor teaching history _____

_____

_____

Why the dojo is interested in NKAMA affiliation _____

_____

_____

_____

Areas of Interest

- ☐ Student membership and rank records
- ☐ Technical and curriculum support
- ☐ Instructor development or credentials
- ☐ Seminars camps and training events
- ☐ Tournaments demonstrations and officiating
- ☐ Community programs
- ☐ Branch Chief consideration through a separate process
- ☐ Regional or international cooperation

Instructor and Organization Information

Name	Role	Style and rank	Issuing authority	Promotion date

Other Organizational Relationships

Organization	Status or role	Ranks or titles	Possible overlap

Additional explanation _____

_____

_____

Event and Program Background

Tournaments seminars demonstrations or community programs currently conducted

_____

_____

_____

Known activities planned during the next six months _____

_____

Application Attachments

Requested record	Attached	To follow	Notes
Head instructor credentials and rank history	☐	☐	
Rank certificates or verification records	☐	☐	
Teaching history or martial arts résumé	☐	☐	
References from recognized martial arts leaders	☐	☐	
Current organizational affiliation information	☐	☐	
Current safety and participant-protection practices	☐	☐	
Current student and instructor roster if requested	☐	☐	
Other country or regional information requested by NKAMA	☐	☐	

Applicant Questions

Questions about affiliation standards fees testing or supervision

_____

_____

_____

_____

_____

Section 11 Applicant Acknowledgment

I certify that the information supplied in this application and its attachments is complete and accurate to the best of my knowledge. I authorize NKAMA to verify the identity, rank, teaching, reference, and organizational information supplied for the affiliation review.

I understand that submitting an application or payment does not by itself create affiliation, rank recognition, examination authority, instructor credentials, Branch Chief status, or permission to use NKAMA identification. Those rights exist only after the applicable written approval or appointment.

If the dojo is approved, I agree that it will follow the NKAMA rules and standards provided to it, complete the six-month supervised affiliation period, maintain accurate records, register participating students through the approved process, disclose other organizational affiliations, and notify NKAMA of connected tournaments, demonstrations, seminars, camps, and similar activities.

I understand that the Country Director and Country Representative jointly make applicable activity and probation decisions under the NKAMA process and that regional fees or procedures may differ from the current U.S. schedule shown in this packet.

Authorized applicant name _____

Role or title _____

Dojo or organization _____

Signature _____

Date _____

Preferred Review Contact

- ☐ Email
- ☐ Phone
- ☐ Video meeting
- ☐ In-person meeting when practical

Best days and times _____

NKAMA Administrative Review Record

This page is completed by NKAMA and retained with the application record.

- ☐ Application received and date recorded
- ☐ Required fields and attachments checked
- ☐ Head instructor identity rank and teaching history reviewed
- ☐ References and issuing organizations reviewed as applicable
- ☐ Other affiliations disclosed and reviewed
- ☐ Additional information requested and received as applicable
- ☐ Applicable country or regional fee schedule identified
- ☐ Written decision prepared and issued
- ☐ Six-month supervision start date recorded after approval

Review notes and recommendation _____

_____

_____

_____

_____

Reviewer name and role _____

Review date _____

Written Decision Record

- ☐ Approved
- ☐ More information requested
- ☐ Not approved under the applicable procedure

Written reasons or conditions _____

_____

_____

_____

Decision authority _____

Decision date _____

Appeal deadline and submission method if applicable _____

_____

Six Month Supervision Record

Use this record after written affiliation approval. Additional notes, meeting records, and training-review information may be attached.

Review point	Date	Method	Progress support or correction	Initials
Opening meeting				
Month 1				
Month 2				
Month 3				
Month 4				
Month 5				
Month 6				

Final review summary _____

_____

_____

_____

- ☐ Probation completed
- ☐ Probation extended
- ☐ Other action under the applicable procedure

Country Director decision and record _____

_____

Country Representative decision and record _____

_____

Decision date _____