

Shintaido Examination Book

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The original text called “Examination Book” was written by Jim Sterling for the «Shintaido of America » in 1995.

This version is reedited by Mieko HIRANO in order to take into account current regulations in the ESC in June 2015.

Examination Coordinator

The Examination Coordinator's job requires many different talents and involves work before and after the examination. This position may serve as an apprenticeship for the Goreisha examination.

BEFORE THE EXAMINATIONS

1. Open examination registration at least two months before the examinations session specifying the conditions that apply (interval between examinations, tariff for taking the examination and for the diploma if a certificate is required).
2. Obtain the registrations with the examination payments. For examinations that are Shodan and above (Karate and Bojutsu), and all levels of Shintaido instructor, also request payment of the diploma and registration under ESC or ISC. If the candidate is unsuccessful, the diploma fee and ESC or ISC registration fee will be refunded (it is recommended to ask to the examinees to pay separately in order to refund easily).
3. For the examination beyond the level of assistant/1-2 kyu, ask the examinee for a letter of intent with the description of her/his Shintaido history, then give it to the examiners.
4. Plan an interview between the examiners and examinees of assistant/1-2 kyu level.
5. In conjunction with the facilities coordinator, makes sure that indoor facilities are reserved in case of a bad weather.
6. Provide examination evaluation forms for each examinee. (See Appendix A, B, C and D). Photocopies evaluation forms so that each examiner has a copy of the form for each examinee. Due to late registration, additional forms may be required immediately before the examinations. Makes sure a copy machine is available.
7. Prepare the necessary materials: tables, chairs, table clothes (dark color, not white to avoid light reflection), tent covering, parasols (in case of outdoors organized examinations).
8. Oversees examination site set-up with facilities crew: (See Appendix E and F).
 - Set up the examiners' table: Place in a location with best visibility. If outside, sun should be behind the examiners' table. If inside, do not place near an entrance or exit. Background should be uncluttered. Examiners should be able to view entire performance, so there needs to be enough room for the examinee to move freely, back and forth. If examinations are held inside, the table should be placed in one of the corners of room facing the center.
 - Provide additional chairs for examiners who do not sit at the table. In general place these chairs where there is the best visibility.
 - Put the Shintaido flag on the middle of the wall of the «Shomen » of the dojo (this is the «lararium »¹ space, most often the farthest from the door as it was the best place protected from attacks during the feudal era of Japan.)
9. Dojo Guardians: place a few available instructors in some corners of the place of examinations to ensure the safety of the examinees. Therefore, if exam is conducted outdoors, these place near any hazardous spots. Indoors, place near an exit or entrance.

¹ Space dedicated to the altar of the ancestors in the Roman homes.

DURING THE EXAMINATION

1. The examination coordinator makes sure that all physical aspects of the examination site remain stable. For example, he/she needs to notice if the table needs to be moved or audience repositioned.
2. The examination coordinator is also responsible for making sure that the site remains secure. (i.e. asks for quiet, prevents outside intrusion)

AFTER THE EXAMINATION

1. Inform the examinees of the time for the results.
2. Taking note of the results obtained by the examinees. (*See Appendix G et H*)
3. Establish the diplomas (ESC/ISC) instructor level: from Jun-Shido-in/1-dan.
4. Provide a list of examination results to national/regional/international examination authorities, and also provide payment for the corresponding diploma.

Checklist for the Examination Coordinator

1. Contact the related national examination coordinator by mail or phone to inform her/him of the examination event, discuss details and get her/his agreement.
2. Check if examinees fulfill the conditions to pass this examination. (i.e. interval, examination venue, etc.)
3. Check if each examiner fulfill the conditions to be a part of the jury. (i.e. examination level in relation to the rank of the jury.)
4. Ask for a Curriculum Vitae from each examinee who applying for the level above assistant/1-2 kyu.
5. Plan an interview between examiners and examinees of assistant/1-2 kyu level.
6. Prepare the examination evaluation form of each examinee for each examiner.
7. Prepare an examination venue according to the ESC examination regulation.
8. Hold examinations according to the proper ritual (exam dojo, sensei care, concerting with Goreisha).
9. Fill out and ensure the examiners signs the "[ESC Examination result registration form](#)" (one per discipline) before they leave the examination location. Otherwise delays and complications happen.
10. Establish the diplomas (ESC/ISC) for instructor level: from Jun-Shido-in/1-dan.
11. Make a copy and send the original to the national examination coordinator (in case of local or national examination session) or to the ESC examination coordinator (in case of european examination session) for the archive.
12. Fill out identical data in the "[Examination result spreadsheet for computer input](#)" and send it by e-mail to the coordinator in charge of updating levels on the ESC official examination ranking website. This computer spreadsheet serves to avoid spelling mistakes that may happen with hand writing.

Examination Goreisha

The examination Goreisha is responsible for coordinating the examination process and is appointed by the president of the jury. He or she can be a different person in every discipline. Like an orchestra conductor he/she must be aware of all aspects of the examination process including the physical layout, examinees, examiners and audience.

The Goreisha needs to create an atmosphere which gives the examinees an opportunity to perform to the best of their abilities. Since people are naturally nervous when taking an examination, the Goreisha needs to prepare in advance and communicate clearly so there will not be any confusion during the examinations.

BEFORE THE EXAMINATIONS

Preparation before the examination an essential aspect of a successful process. To do this, the Goreisha needs to:

1. Establish the list of examinees 1-2 weeks before.
2. Determine the structure of the examination with the examiners.
3. Estimate length of examinations and communicate this to the examination coordinator or to gasshuku manager.
4. Check with examination coordinator to ensure he/she is informed and prepared.
5. Survey the examination site and approves arrangement.

DURING THE EXAMINATIONS

The Goreisha has responsibility for conducting the examination process. During the examinations, the Goreisha should also remain somewhat aloof, and not provide too much support to the examinees. This is a different Gorei than one that is used during Keiko.

During the examinations, the Goreisha should be in constant “non-verbal” communication with the examiners, looking for signals to continue a movement or cut short a performance.

The Goreisha needs to balance his/her verbal explanations with the understanding that examinees are being tested on their ability to perform under pressure. This may be somewhat uncomfortable but is part of the process.

The Goreisha:

1. Checks with examiners and obtains approval regarding examination site arrangement.

The opening ceremony

--- The jury sit down at the examiners' table. ---

2. Explains to examinees the sequence of examinations, seating arrangements and subjects to be examined. The order of examination is Karate, Bojutsu and Shintaido.
3. Lines up examinees by the order of passing examinations:
 - Lowest ranking Karate examinee through highest ranking Karate examinee
 - Lowest Bojutsu examinee through highest ranking Bojutsu examinee
 - Lowest Shintaido examinee through highest ranking Shintaido examinee.

puts himself/herself at the head of the line, and leads the examinees into the dojo for the opening seiza from left to right, in a line standing in front of the Shomen (See appendix C).

then, declares "Seiza" to make the examinees sit down (and possibly the other members of the jury, the guards, etc.).

--- The jury sit down in seiza facing the examinees. ---

4. When everybody is seated, the Goreisha declares "Mokuso", then declares the opening of the examination session, and then announces the bow "Rei".
5. After the formal bow "Rei", the examinees remain in seiza until the examiners get up and return to the examiners' table.

During the examination session

6. Positions the examinees in a way that his/her technique will be easily seen by the examiners (i.e. not too far away or too close. Give enough room to pass back and forth in front of the table.)

The closing ceremony

7. Concludes the examination session by putting examinees on line as at beginning, in seiza, let do "Mokuso", declares the examination session finished, and announces the final "Rei". Again the examinees remain in seiza until the examiners stand up or ask them to get up.

Examinee

Of course, the person taking an examination (examinee) is the “featured performer” and has a specific goal to achieve a specific rank. The examinee will be asked to perform the subjects to be examined described in the Shintaido Examination Curriculum. The examinee may also be asked to show techniques not described in the examination curriculum but appropriate to level of examination.

The examinee can expect to receive clear instructions from the examination Goreisha, but will not be given specific step-by-step direction.

The examinee’s performance is not simply an individualistic expression. An examination gives a Shintaido student the opportunity to show how he/she can act as a vector of “universal truth” and shine as such.

BEFORE THE EXAMINATION

Preparation immediately before an examination is obviously helpful but “cramming” may ultimately backfire. It is important to prepare long before the day of the examination by practicing in a sincere and consistent manner.

In order to prepare in advance, the examinee:

1. Finds out when and where examinations will be held in any given year. The local/national/regional examination responsible should be able to provide this information.
2. Discusses his/her intention to take a particular examination with his/her instructor. The instructor can then supervise the examinee’s regular Keiko and make sure that the examinee gets the necessary practice opportunities.
3. Takes time to practice the required techniques alone or with his/her or an instructor in the form of private lessons if necessary.
4. Registers early with the examination coordinator/Gasshu registrar. This is the first official step towards starting the examination procedure/Kata.
5. Practices with others who will be taking examinations of same level.
6. Prepares a Keiko-gi that is neat and clean. This type of proper presentation is taken into account by the examiners.
7. Brings extra clothing, water, sunblock etc. that may be needed while sitting for long periods of time.

DURING THE EXAMINATION

Examinees are not judged on past performance. So it is important to “show your best” in the moment, at the time of the examination.

On the day of the examinations, the examinee arrives at least 30 minutes before the starting time in order to warm up. During the warm up period, take time to survey the layout of the examination dojo making sure where the examiner’s table is located and where the examinations will take place.

The examinee pays close attention to the instructions given by the Goreisha at all times. The Goreisha will guide you through the process. There are some procedures that the examinee will be expected to know.

1. When your name is called, answer in Japanese “hai” or in English “present”.
2. Stand up and bow before entering the examination space.
3. Walk towards the Goreisha and bow to greet him/her.
4. Position yourself in front of (not too close) the examiner’s table and bow to them.

KIHON, KATA AND KUMITE

KIHON:

The examinee will first perform the required Kihon. In case of upper level examinations, the examinee may initially perform both Kihon and kata or Kata only.

Kihon is usually performed in a group. The examinees should be aware of the position and rhythm of the other members of the group, but should not look to each other for “correct techniques”. Examinees follow the Gorei but do not assume the Goreisha will express the strong or directive type of energy provided in Keiko.

It is very important that the examinee shows his/her own powerful energy expression and Kokyu during Kihon. Don’t hold back.

KATA:

Before performing a kata, the examinee announces the name of the kata. The examinee positions him/herself so the examiners can see all dimensions of the kata.

KUMITE:

The Goreisha determines kumite partners. In kumite where there is an attacker and defender, the attacker announces which attack will be used.

In general, the junior member (Kohai) attacks the senior member (Senpai) first. Sometimes the Goreisha may determine who attacks first.

ESC examination regulations

1. Members of any examination committee should be duly registered members of the ESC, except for Senior Instructor / 3-dan examinations.
2. Examinations held in the European region should comply with the European Technical Committee's curricula specifications (for up to date information before holding an examination session, ask National Examination Coordinator).
3. To sit as an examiner for a certain discipline (Karate, Bojutsu, Kenjutsu, Shintaido), the examiner must be qualified at the proper level in that discipline.
4. It is recommended that the examination committee ask the opinion of the examinee's instructor (especially in the case of Assistant examinations). In case instructor cannot be present, he/she might write a recommendation letter.
5. Non-technical topics (previous contribution to the group, gasshuku organizing etc.) should be reported in writing. The document should be presented before taking the corresponding examination.
6. The sequence of examinations should always be Karate > Bojutsu > Kenjutsu > Shintaido.
7. One cannot act as Goreisha for one's own examination.

References

1. Examination Procedure in Europe
See: References for examinations in Europe (ESC website)
<https://sites.google.com/site/eushincol/products/examinations-references>
2. Lists of holders of each qualification by discipline (Karate, Bojutsu, Kenjutsu, Shintaido) in Europe: <http://ranking.shintaido.net/>

Appendix A: ESC examinations criteria

Exam deliberation process for European Shintaido College Examinations, at ESC events from July 2011

GENERAL RULES

The exam deliberations are confidential and confidentiality of the process will be maintained.

Members of the exam committee should be duly registered members of the ESC and members of the European Technical Committee.

Who votes for the outcome:

Every member of the Technical Committee present at deliberations and who is eligible to vote (according to appropriate level – see below) should vote, and not refrain from voting

VENUES – INTERVALS - QUALIFICATIONS

Levels	Exam Location	Interval between exams	Examiner Qualification
Instructor/ 2-dan	ESC event	2 years	1 Master/ 5-dan & 1 General/ 4-dan
Graduate/ 1-dan	ESC event	1 year	1 General/ 4-dan & 1 Senior/ 3-dan

The process of voting:

1. A secret ballot of all the eligible people before deliberation
2. Deliberation of examiners and with other members of the European Technical Committee
3. The candidate's instructor/ supervisor (from the ETC gives input and has veto)
4. A second ballot is held for last vote, and the final decision

Examination criteria to be taken into consideration when deciding an examinee's result.

Technical ability

To be judged against the following principles –

- 調子 Choshi Body condition, pitch
- 拍子 Hyoshi Rhythm
- 呼吸 Kokyu Communication, breathing
- 間合い Ma-ai Connection with partner
- 気の流れ Ki-no-nagare Flow of energy

Effect of Partner

Harmony with others who hold the same rank

Personal development (since the last exam)

Contribution to group life (according to the curriculum)

Their instructor's point of view

Each person eligible to vote scores each item according to an ABC system, where:

A = Good

B = Maybe

C = Not good enough

The majority vote is allocated to each item, and then a final result is arrived at according to the overall score.

Appendix B: Form example for Bojutsu examination (Kyu level)

SHINTAIDO-BOJUTSU

10 Kyu

Place :
Date :

NAME :
Current level:
Issue Date:
Level(s) in other discipline(s):
Group :
Instructor :

K i h o n	Mochikae	
	Juggler Bo	
	Chudan Taguri zuki (fudo dachi) with Kiai	
Responding to orders (Yoi, etc.)		
Dojo and Bo manners		
Other		

Appendix C: Form example for Bojutsu examination (Dan level)

SHINTAIDO-BOJUTSU		Name :
1-dan		Current Level :
Group :		Issue Date :
		Level(s) in other discipline(s):
KATA : Hojo (Jo)		
KUMITE : TSGO no Kumite on seiza		
KUMITE : Eiko (dai) no Kumite 1 vs. 3 (Free Hand)		
KUMIBO : Shinjo (dai), Nagare- ichimonji (Kayak) 1 vs. 3		
Total Evaluation		

Gorei to lead a group Toitsu-kihon movement - Contribution to local group organisation*

Appendix D: Form example for Shintaido examination (Introductory level)

SHINTAIDO

Nyumon-ka (Introductory)

Group :

Name :

Current Level :

Issue Date :

Level(s) in other discipline(s) :

Tachi-jump (3 kinds of Koshi)	
Tenshin goso (sei)	
Wakame Taiso (from in front)	
Dojo manners	
Total Evaluation	

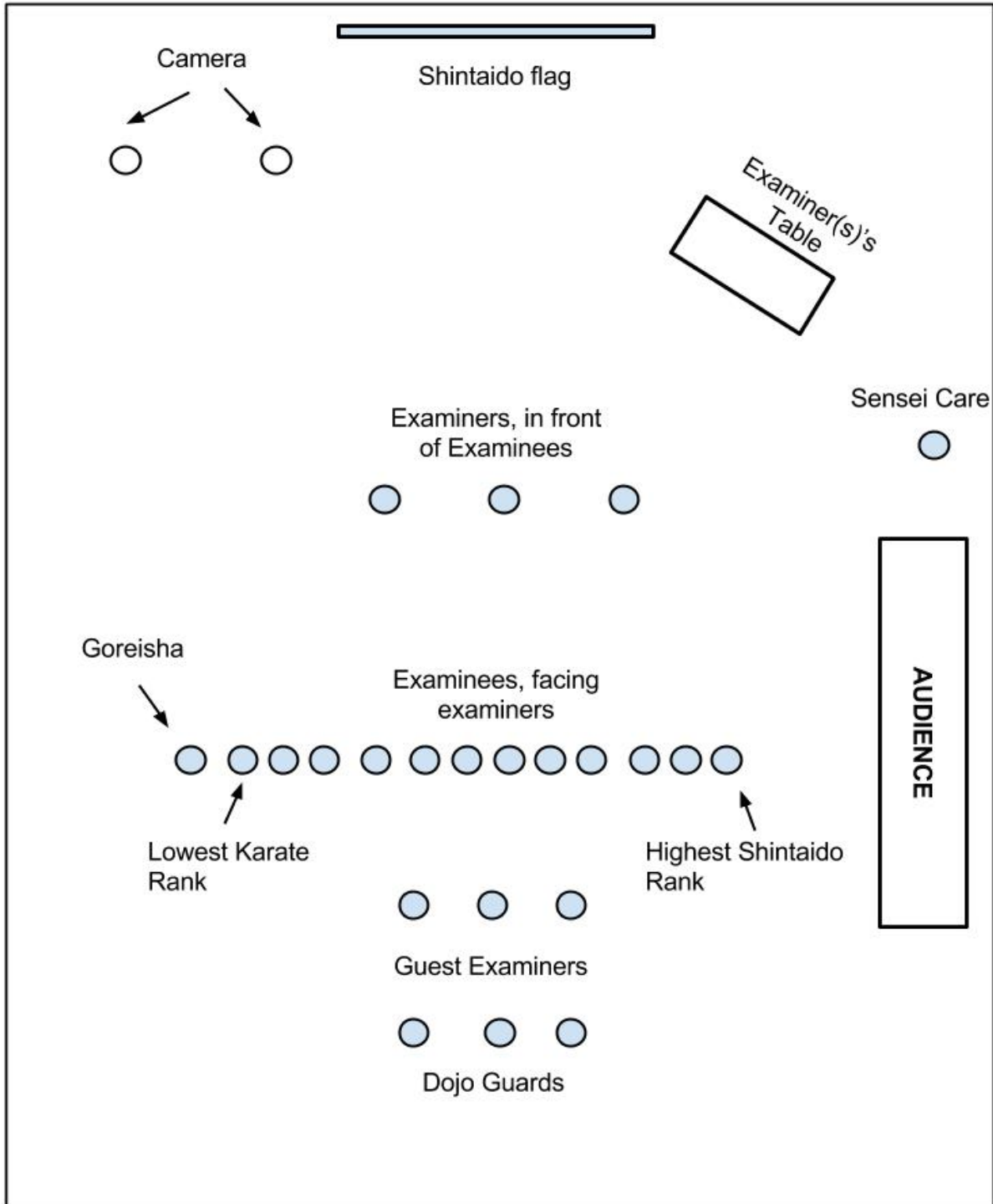
Appendix E: Form example for Shintaido examination (Graduate level)

SHINTAIDO Jun-Shidoin (Graduate) Group :		Name : Current Level : Assistant Issue Date : Level(s) in other discipline(s) :
Shintaido- Kenjutsu Kihon Kata		
Eiko Dai no Kumite : 1 vs. 3		
Kirioroshi no Kumite (Mae, Yoko, Ushiro Sagari- Irimi) with various stances		
Tenshingoso applications, if known		
Gorei to lead a group Toitsu- kihon Movement		
Total Evaluation		

Contribution to local group organisation

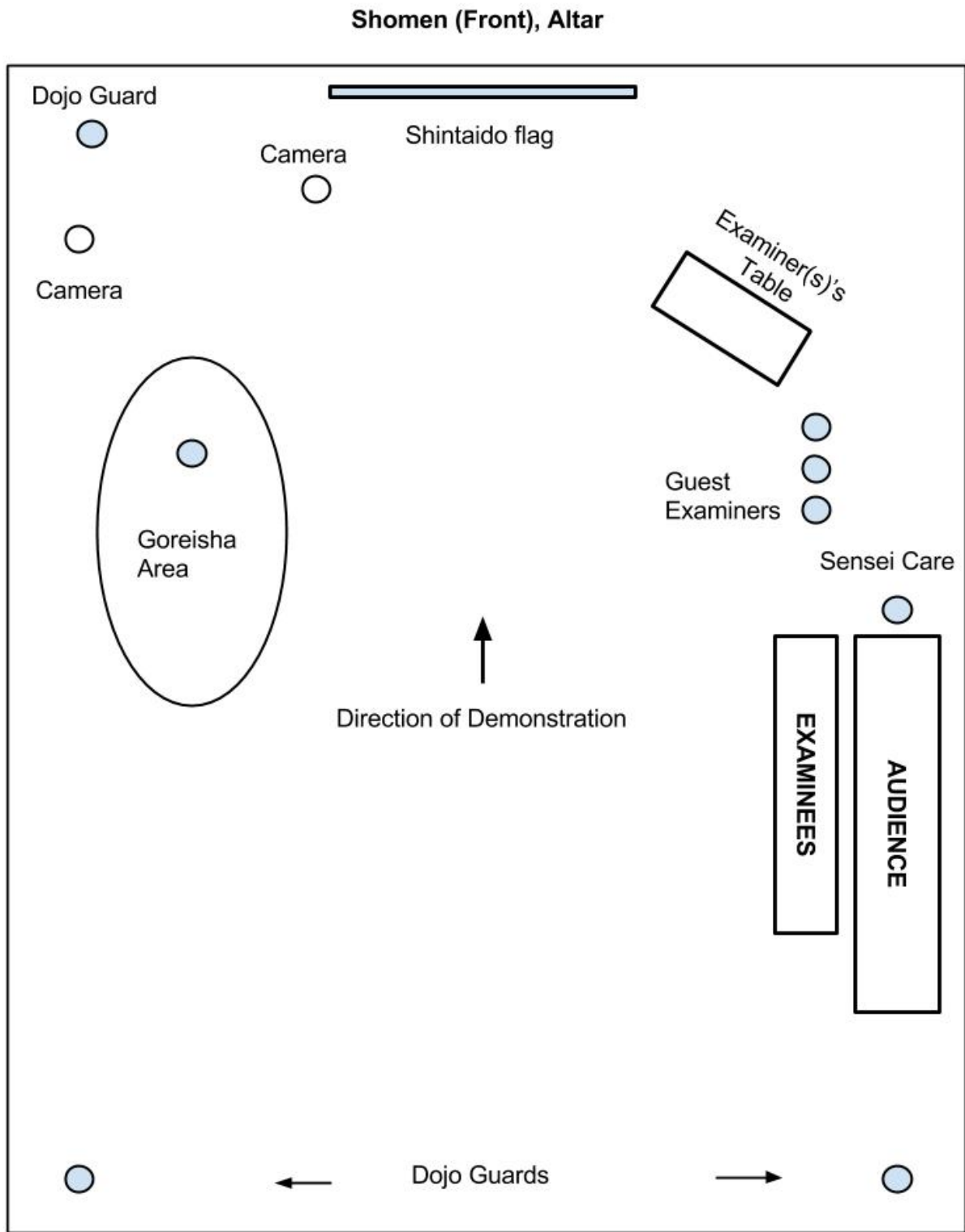
Appendix F: Dojo Configuration for Opening and Closing Ceremony

Shomen (Front), Altar



Door, should be located on this side

Appendix G: Configuration During Examination Demonstration



Door, should be located on this side

Appendix H: Examination result registration form

<http://www.shintaido.net/examinations/Form-exam-declaration results-2011-en.pdf>



EUROPEAN SHINTAIDO COLLEGE

EXAMINATION RESULTS REGISTRATION FORM

LOCATION & DATE : _____

EXAMINATION ORGANIZER (for this event): _____

EVENT : _____

- See rules for examinations on the other side of this sheet
- Fill in this form (one per discipline challenged in this examination) immediately after discussion and let the examination committee members sign it before announcing the results
- Make a copy for your records
- Send immediately the original to the European Technical Committee (ETC) member who coordinates examinations in your country (find the list of ETC members on the other side of this sheet)

Discipline : _____

Family name	First name	Previous rank & Date		New rank
			yyyy-mm-dd	

Number of examinees on this page : _____

Chairperson: Signature or stamp :	Second committee member: Signature or stamp :	Third committee member: Signature or stamp
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(Version 23.7.2010 by the European Technical Committee)

EXAMINATION REGULATIONS

(Version 8.7.2006 by the European Technical Committee)

1. Members of the examination committee should be duly registered members of the ESC*.
2. To sit as an examiner for a certain discipline (Karate, Bojutsu, Shintaido, Kenjutsu), the examiner must be qualified at the proper level in that discipline.
3. It is recommended that the examination committee ask the opinion of the examinee's instructor (especially in the case of Assistant examinations). In case instructor cannot be present, he/she might write a recommendation letter.
4. Non-technical topics (previous contribution to the group, gasshuku organizing etc.) should be reported in writing. The document should be presented before challenging the corresponding examination.
5. The sequence of exams should always be Karate > Bojutsu > Kenjutsu > Shintaido.
6. One cannot act as goreisha for one's own examination.

* To find the list of European Shintaido College (ESC) members, and their qualifications to offer examinations, see the website : <http://www.shintaido.net/examinations>

VENUES, INTERVALS & QUALIFICATIONS

Levels	Exam Venue	Interval between exams	Examiner Qualification
Senior Instructor / 3-dan **	ESC event	4 years	At least 2 Masters / 5-dan & 1 General / 4-dan. One examiner from outside the continent.
Instructor / 2-dan	ESC event	2 years	1 Master / 5-dan & 1 General/ 4-dan
Graduate / 1-dan	ESC event	1 year	1 General / 4-dan & 1 Senior/ 3-dan
Assistant / 1 kyu	National meeting	1 year (6 months in case of 2 kyu person challenging 1 kyu)	1 senior / 3-dan & 1 instructor/ 2-dan
2 kyu	National meeting	6 months	1 senior / 3-dan & 1 instructor/ 2-dan
Advanced / 4-3 kyu	Local meeting	6 months	2 Instructors / 2-dan
Intermediate / 6-5 kyu	Local meeting	6 months	1 Instructor / 2-dan
Elementary / 8-7 kyu	Local meeting	6 months	1 Instructor / 2-dan
Introductory / 10-9 kyu	Local meeting	6 months	1 Instructor / 2-dan

** Subject to approval by the International Technical Examination Committee (ITEC)

ESC EXAMINATION COORDINATOR

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Appendix I: Examination result spreadsheet for computer input

<http://www.shintaido.net/examinations/>

Exam result spreadsheet for computer input

(version july 2011)

This unic spreadsheet will make a clean copy of all elements contained in the paper forms (one per discipline) signed by the members of the exam comitee, in order to avoid speling mistakes on the web site.
If too many exams results are to be input for a discipline, please insert result lines..

Location		Exams organizer	
Date		Event	

KARATE		1st	2nd	3rd	4th
MEMBRES OF COMITEE	Names :				
	Levels :				

NAME	FIRST NAME	GROUP	PREVIOUS LEVEL AND DATE		NEW LEVEL
			Level	Date (yy/mm/dd)	

BOJUTSU		1st	2nd	3rd	4th
MEMBRES OF COMITEE	Names :				
	Levels :				

NAME	FIRST NAME	GROUP	PREVIOUS LEVEL AND DATE		NEW LEVEL
			Level	Date (yy/mm/dd)	

SHINTAIDO		1st	2nd	3rd	4th
MEMBRES OF COMITEE	Names :				
	Levels :				

NAME	FIRST NAME	GROUP	PREVIOUS LEVEL AND DATE		NEW LEVEL
			Level	Date (yy/mm/dd)	