

**KIM'S TAEKWONDO CENTER**

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# **STUDENT HANDBOOK**

## **RULES & EXPECTATIONS**



**Grandmaster IL K. Kim**  
**Master Aaron Kim**

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# TABLE OF CONTENTS

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WELCOME	5
TAEKWONDO BASICS	9
CLASS ROUTINES	12
TESTING & BELT PROMOTION	14
TOURNAMENTS & COMPETITION	14
SOCIAL MEDIA & UPDATES	14

# WELCOME

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**W**elcome to our school and the beginning of your life long relationship with Taekwondo. This guide is intended to help students navigate the rich history and traditions of *“The Art of the Hand and Foot,”* or *Taekwondo*, as you take your own path in martial arts training. It provides clear guidance for what to expect as a student of Kim’s Taekwondo Center, including school rules and expectations, school history and philosophy and belt promotion requirements.

Most importantly, we ask that you remember this: **Our school is like a family** — we all look out for one another, celebrate each others successes and provide help and support when needed. Everyone here wants you to succeed. Leverage the many Black Belts and Sr. Belts at the school whenever you need - they all started exactly where you are.

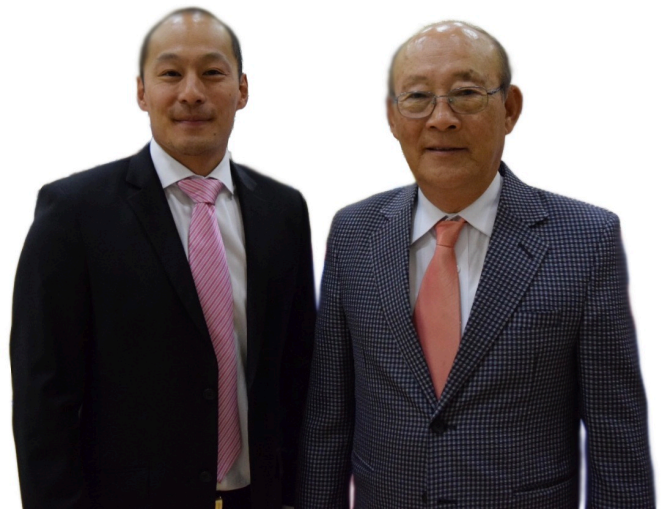
We look forward to helping you on your Taekwondo journey.

열정과 끈기로 마음만 먹으면 불가능은 없다

*“Nothing is impossible once you set your mind to it, with enthusiasm and persistence!”*

With respect and gratitude,

Grand Master II. K. Kim & Master Aaron Kim



# WELCOME

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**T**aekwondo represents a rich and complex cultural history. While there are several legends and stories tied to the birth of *Taekwondo, the Art of the Hand and Foot*, (I encourage you to seek them out) we will focus on the roots from which our school grew.

## HISTORY OF OUR DOJANG

Our style of Taekwondo is most strongly aligned with *Chung Do Kwan*, (靑濤館). Also known as the “Blue Wave School.” Chung Do Kwan is one of the original Five Kwans and is meant to symbolize spirit and vitality. It was founded by Kyuk Won Lee and draws influences from Karate, Taekkyon (the ancient Korean Martial Art dating back to 1776) and Kung Fu.

Grand Master Kim started his Taekwondo journey under the instruction of Uhm Woon Kyu, the 3rd President of Chung Do Kwan, a major leader in the unification of the Kwans into a single national art and the former President of Kukkiwon.

The style has changed throughout the years, with influences from International Taekwondo Federation (ITF), and many more. Today **the Chung Do Kwan and Kim’s Taekwondo Center, follow the complete curriculum of Kukkiwon** - the international governing body of Taekwondo.



**Chung Do Kwan Symbol**

Features a clenched fist (power), holding a scroll (scholarliness) and the Korean Um/Yang (balance).



**Kukkiwon Symbol**

Kukkiwon is the headquarters of Taekwondo. Schools, including ours, that teach the Kukkiwon curriculum are internationally recognized.



**World Taekwondo**

World Taekwondo is the International body governing the sport of Taekwondo as an official Olympic sport.

# KIM'S TAEKWONDO PHILOSOPHY

**W**hen you practice Taekwondo, remember that it represents many things across history and culture. Most importantly, you need to remember that in addition to its physical aspects there are equally important mental and spiritual sides as well. It is your obligation as a student to discover, develop and utilize your personal, physical, mental and spiritual strengths and skills.

These strengths and skills are the foundation for the six fundamental qualities we strive to instill in our students: clear thinking, concentration, focus, obedience, humility and community.



**CLEAR THINKING** refers to being able to see all that is happening and deal with only what is relevant - the ability to prioritize, plan and execute.



**CONCENTRATION** is paying attention to what you are doing and eliminating distraction. It is a prerequisite for clear thinking.



**FOCUS** means using all your abilities for the task at hand; whether you are training, sparring, in a real self-defense situation or being an instructor.



**OBEDIENCE** In Taekwondo, this refers to meeting your responsibilities. Through Taekwondo we have obligations to each other, to the deep and rich traditions of our Art and to all who have taken care to develop Taekwondo and pass it down to us. Obedience is fulfilling these obligations.



**HUMILITY** is built on obedience. Humility in Taekwondo means recognizing, no matter how far we have advanced in rank or training, just how little we truly know about what Taekwondo has to offer. It is humility that determines the respect we give to each other and defines the respect we receive in return.



Taekwondo is centered on **COMMUNITY**. The place where we practice Taekwondo is called a *Dojang* — meaning training hall or gathering place. *Dojang*-centered training forges connections to one another; it molds character and because of this defines our relationships and our place in the world.

## OUR SELF-DEFENSE PHILOSOPHY

A big part of Taekwondo is self-defense. But we must be careful to never misuse or abuse the knowledge we have and strive to build a better and peaceful world. If we are faced with a threat to ourselves or others, we expect our students to adhere to these core principles:

### AVOID - ESCAPE - DESTROY

Students must also fully understand and adhere to our school **Rules of Self-Defense** to avoid conflict and respond appropriately.

1. Be aware of your surroundings.
2. Avoid dangerous situations.
3. Escape when possible.
4. Destroy your assailant if you have no other option.

# OUR SCHOOL RULES

Learning Taekwondo is a mental, physical and sometimes spiritual journey, so it is important that each and every student upholds these basic expectations:

- 1** Always bow to the flags and instructor when entering and exiting the school.
- 2** Do not enter class late or leave early without permission.
- 3** If you arrive to class late, wait at the edge of the mat for the instructor to acknowledge you. Raise your hand, when the instructor calls on you, ask “may I enter class?”
- 4** No running, horseplay or loud conversation. No chewing gum.
- 5** Do not wear watches, rings or necklaces during class. Especially sparring.
- 6** Do not engage in activities that will degrade the reputation of the school, or make a bad impression on others about Taekwondo.
- 7** Assume the stance of attention when talking to the instructor or any black belt.
- 8** Use words of consideration such as “ma’am” or “sir” when addressing instructors, black belts and senior students.
- 9** Be courteous and understanding - everyone progresses at their own pace.
- 10** Help fellow students whenever possible.
- 11** Any substitute teacher or assistant instructor is to be treated with the same respect as Master and Grandmaster when conducting class.
- 12** Students must have the approval of the instructor/school owner to participate in any tournament as a representative of the school.

# ADDITIONAL STUDENT EXPECTATIONS

Since 1971, students of Kim's Taekwondo Center have been known for demonstrating excellence in all they do. In addition to basic rules and etiquette, all students must remember the following:



## Only use Taekwondo appropriately

1. In practice, Taekwondo is an art.
2. In competition, Taekwondo becomes a sport.
3. In life, Taekwondo must only be used as a last resort for self-defense.



## Cleanliness

1. Uniforms must be clean and pressed.
2. Good personal care is essential. Trim fingernails and toenails to avoid injury.



## Honor instructors and teachers

1. Always watch and listen carefully. When the teacher speaks do not interrupt or ask unnecessary questions.
2. Never talk back.
3. Accept what your teacher says with respect.
4. Direct questions to senior students first. If they are unable to help, then ask instructors.



## Have a serious attitude

1. Keep a quiet, restrained and courteous manner.
2. Through diligent practice, focus on building self-confidence and serenity of mind.
3. Be patient. Skills develop only after months and months of practice. Mastery takes a lifetime.



## Practice what is taught

1. Do not improvise - believe in the techniques of Taekwondo and use what you have been taught.
2. Repeat techniques over and over until they become subconscious reflexes.
3. Your skill and talent will be judged on performance of trained skills, positive attitude and class attendance.



## Safety is paramount

1. Practice Taekwondo seriously. Use strategy and judge your distances.
2. Never strike another student with the intention of causing harm.
3. Do not demonstrate Taekwondo moves outside of class, without express permission.



## Chain of command

1. Lower belts shall not command or advise higher belts.
2. Only black belts are allowed to free spar without direct supervision of the instructor.
3. No one may ever request/challenge a teacher, assistant or lead instructor to spar.



## Have discipline

1. Have good posture.
2. Stand still while at attention or addressing teachers/instructors.
3. Always ask permission for entering/exiting class, or using school equipment.
4. Eliminate profanity and anger — these are signs of poor self control.



# TAEKWONDO BASICS

In order to ensure a safe and enjoyable learning environment for everyone, all students are expected to know and follow the *Dojang* rules and practices and have a basic understanding of common Taekwondo practices and concepts.

## DOU-BAK (UNIFORM)

A *Dou-Bak* (uniform) is what practitioners of Taekwondo have worn since the inception of the art. There are many variations, colors and styles, each with their own purpose and symbolism. At our school, students who are colored belts/ranks (*geup*) wear a white uniform while students with black belts (*dahn*) have uniforms with black trim. The white signifies the purity of the martial art.

A full *dou-bak* must be worn whenever you are participating in class, a belt examination or competition. Pants and top should be clean and pressed, with the school patch attached on the left chest.

## COMPETITION UNIFORMS

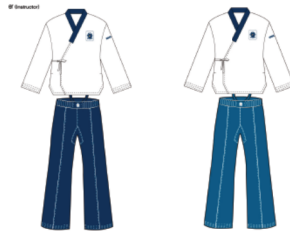
Black belts who compete in *Poomse* (patterns) are allowed to wear competition uniforms based on age, gender and rank.



### CADETS (AGE 12-14)

White top with red/black stripes.

Red pants — female  
Blue pants — male



### JUNIOR/SR. (AGE 15-49)

White top with black stripe.

Light blue pants — female  
Dark blue pants — male



### MASTER (AGE 50+)

Gold top with black stripe.  
Dark blue pants

# TTI (BELTS) & RANKS

The Taekwondo *Tti* (belt) represents the degree of skill and technique of the student according to its color. Lower *geup* (ranks) are colored while black belt *dahns* are black with embroidered stripes.

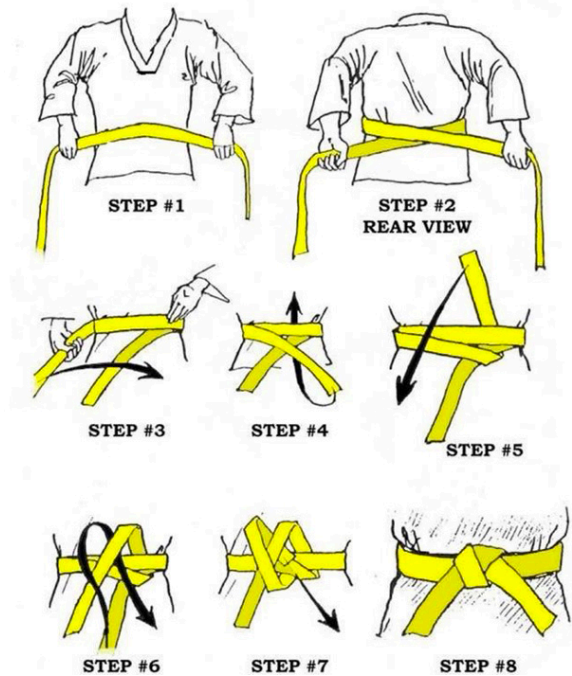
Belts should never touch the floor and be treated with respect as it is a symbol of your achievements.

## TYING YOUR TTI (BELT)

Learning to tie your belt correctly can be challenging. Here is a simple guide.

1. Find the center of your belt, and place that in the middle of your abdomen.
2. Wrap the belt around your back, criss-crossing the two ends.
3. Bring the ends back to the front, tucking the belt under itself to be a single line. Take the right end and bring it across and in front of the left end.
4. Take the right end and tuck it under the left end and middle of the belt, pulling upwards.
5. Take the same end and bring it back down.
6. Grab the left end, bring it in front, over and through the right end.
7. Pull both ends tightly
8. Ends should be even.

## HOW TO TIE YOUR BELT



## COLOR OF BELTS, MEANINGS & RANKS

There are many variations of colors and rank orders throughout Taekwondo. The ranking system at our school is as follows:

COLOR	MEANING
White	Purity and Innocence - the beginning stages
Yellow / Yellow w/Stripe	Earth and Foundation - Brightness
Green / Green w/Stripe	Growth
Purple/ Purple w/Stripe	Ambition and Rapid Growth
Brown	Power, stability, agility, strength and wisdom. Maturity
Red	Blood, life, energy, attention and control - Maturity.
Black	Combination of all colors - mastery, calmness.

# HOW TO KYUNG-NAE (BOW)

Like all martial arts, Taekwondo is built on a strong history of respect and courtesy. One of the main ways students will show respect to instructors, black belts, senior belts and one another is to *kyung-nea* (bow). To bow properly, make sure you:



1. Stand at attention with your feet together.
2. Hold your hands (in loose fists) at your sides.
3. Bend at the waist, lowering your head, shoulders and upper body, slowly.
4. Raise to standing upright slowly.

# ENTERING THE DOJANG

The expectation of respect for your teachers, your school and fellow students starts the moment you enter the building.

Upon entering the building, make sure you do the following:



## Bow to the flags on the wall

- This shows respect and pride for our country and respect for Korea, where Taekwondo was born.



## Bow towards *Guan-Jang-Nim* (Grand Master) Kim's Office

- Even if he is not present, we show respect to the founder of our school.
- If Grand Master is in the building, bow directly towards him.



## Remove shoes and coats

- Place your shoes neatly in the provided bins.
- Hang any jackets or coats nicely.
- Parents and others not participating in class may leave their shoes on, but no street shoes are allowed on the training mats and at any time.

# CLASS ROUTINES

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Regardless of who is instructing the class, students can expect lessons to follow the same basic structure.

## PRE CLASS WARM UP

Students are expected to warm up quietly before class begins by stretching, practicing *Poomse* (Patterns) or conducting their own drills.

## LINING UP

When class is scheduled to start, the instructor (or a designated assistant) will call for everyone to “Line Up.” Students should respond with **“YES SIR/MA’AM”** and line up for class accordingly.

1. Students line up according to rank, experience then age.
2. The highest ranking student goes in the front row, nearest to the flags. The next highest student lines up to that student's left, and so on.
3. Make even rows with no more than 8-10 students in each row. Listen to the instructor as they help the class get organized.
4. Maintain a safe space from other students on all sides. Make sure you are lined up with the person in front of you and to your right.

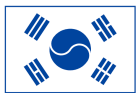
## CALL TO ATTENTION

After the instructor signals to start class, the highest ranking student will begin class with the following commands.



### “Everyone Face The Flags”

- ✓ All students in the dojang (even those not participating in class) must be standing at attention, and turn towards the flags on the wall.



### “*Chariyot, ku-kie, kyung yeah*” (Attention to the flags, bow)

- ✓ All students in the *dojang* (even those not participating in class) must bow to the flag.

### “Face the *Sar-Bam-Nim, Khyung yeah*” (Face the instructor, bow)

- ✓ All students in the dojang (even those not participating in class) must be standing at attention, and turn towards the flags on the wall.

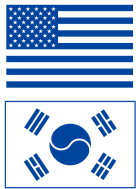
# INSTRUCTION

Depending on the type of class, the instruction period follows a brief group warm-up. Instruction typically lasts between 45 and 55 minutes.

# DISMISSAL

When class ends, the instructor (or a designated assistant) will call for everyone to “Line Up.” Students should respond with “**YES SIR/MA’AM**” and line up for class the same way they did at the beginning of class.

The highest ranking student will end class with the following commands.



## “Everyone Face The Flags”

- ✓ All students in the dojang (even those not participating in class) must be standing at attention, and turn towards the flags on the wall.



## “*Chariyot, ku-kie, kyung yeah*” (Attention to the flags, bow)

- ✓ All students in the *dojang* (even those not participating in class) must bow to the flag.

## “Face the *Sar-Bam-Nim, Khyung yeah*” (Face the instructor, bow)

- ✓ All students in the dojang (even those not participating in class) must be standing at attention, and turn towards the flags on the wall.

Students then turn and face the highest ranking student. He/she will say “*hai-cho*” (Dismissed). All other students will respond with “*Sugo*” \*(Thank you) and bow.

# TYPES OF CLASSES

## DAILY YOUTH/ADULT CLASS

The majority of your Taekwondo instruction will occur by attending regular daily classes, which are offered Monday through Friday multiple times a day.

These classes are overseen by Grandmaster or Master Kim and supported by Assistant Instructors (First Dan Black Belts), Instructors (Fourth Dan Black Belts) and other Masters (Fifth Dan Black Belts).

During these classes you will practice basic techniques including stances, punches and kicks through various drills and partner exercises. Additionally, you will learn and practice the associated *Poomse* (Pattern) for your belt. Appropriate self-defense techniques will also be reviewed.

## SPARRING CLASS

Sparring class occurs at least once a week. The use of protective gear is required to participate in this class (if you don’t have gear, no contact will be allowed). Gear is available for purchase through the Dojang.

# TESTING & BELT PROMOTION

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Like all martial arts, progression in Taekwondo is marked by the wearing of colored belts that signify a student's place on their journey. Moving up a belt rank requires a demonstration of skill and knowledge in front of a group of Black Belts and instructors.

All tests are conducted at the main school in Blaine, MN.

Tests are generally held the first Saturday in February, April, June, August, October and December.

Black Belt tests are held only in February, June and October.

Test applications and fees must be submitted to your instructor two weeks prior to the test date.

The tests start at 12 noon and are given in groups by rank, with White belts testing first. Plan on arriving at least 30 minutes before your scheduled start time to warm-up.

## WHAT TO EXPECT AT A TEST:

- Warm Up and Drills
- Performing your Basic and Taeguek Patterns (Poomse)
- One Step & Self Defense appropriate for your belt level
- A board breaking demonstration
- Understanding of terminology, appropriate for your age and level.

# TOURNAMENTS & COMPETITION

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Taekwondo is a competitive sport, with athletes competing in a variety of skills including sparring, Poomse, weapons and board breaking. Kim's Taekwondo Center has a long and proud reputation of competing at the highest levels. Throughout the year, students will be notified of upcoming tournaments, scrimmages and competitions and will be invited to participate. Typically, competitions have additional fees and are hosted by schools throughout the state, including our own tournament, The Governor's Cup. **All students who wish to compete must first receive permission from Grand Master or Master Kim, who will also help you train to do your best.**

# SOCIAL MEDIA & UPDATES

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To ensure you receive regular updates on classes, testing and events, please like/follow our Facebook and bookmark our website.

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