



CANADIAN AIKIDO FEDERATION DOJO REGISTRATION REQUEST ADMINISTRATIVE POLICY

Identification

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Application: This Administrative Policy applies to all Aikido Dojos in Canada wishing to make an application to be members of the Canadian Aikido Federation (CAF).

Enquiries: Any questions or concerns regarding this Administrative Policy should be directed to the CAF Secretary. The Secretary email and mailing information can be found on the CAF website:

<http://www.canadianaikidofederation.ca/index.php>

Introduction

This Administrative Policy is intended to provide information as to the application process to any Aikido Dojo in Canada wishing to be considered for application into the CAF.

Definitions

Aikido Dojo – Any dojo in Canada regularly training in the Japanese art of Aikido as taught in the Hombu Dojo Aikido Headquarters in Tokyo Japan. (Aikikai Style)

Provincial Association (PA) – PAs are the provincial equivalent of the CAF. PAs play an extremely pivotal role as they represent the voting membership of the CAF. The PAs vote is weighted depending on the number of CAF dojos in the province, more information can be found in the CAF By-Laws. All dojos must join their PAs where they exist. In provinces where no PA exists, dojos are exempt from joining a PA.

Canadian Aikido Federation (CAF) – The Canadian Aikido Federation is the only Canadian national organization affiliated directly with Hombu Dojo in Japan, the world Aikido Headquarters of the Aikikai style of Aikido

Context

As The Canadian Aikido Federation is the only Canadian national organization affiliated directly with Hombu Dojo in Japan, the world Aikido Headquarters of the Aikikai style of Aikido, there are many advantages to being registered with the CAF. These advantages include such things as standardized testing requirements, insurance, a Hombu appointed Technical Director, an Examination Committee of senior Aikidoists as well as a set of policies regulating the conduct of Aikidoists and ensuring all registrants of the CAF are training in a respectful, prejudice and harassment free environment. For more information refer to the *Canadian Aikido Federation Code of Conduct*.

Policy Statement

The CAF recognizes the importance of having a clear and easy set of instruction for dojos wishing to register with the CAF.

To facilitate Canadian dojos wishing to be registered with the CAF, they have set out the following registration instructions.

Conditions for Registration

Conditions of Registration - Registration will only be considered from Canadian Aikido dojos training regularly in Aikikai style of Aikido as recognized by the Aikido Hombu Dojo, who agree to remain in good standing and meet the following qualifications:

- 1) Has agreed to abide by the Federation's bylaws, policies, procedures rules and regulations
- 2) Is headed by at least one member who has attained the minimum rank of Shodan (1st degree black belt)
- 3) Has agreed to apply for membership in their Provincial Association (PA)
- 4) Has agreed to follow the instruction and direction of the CAF Technical Director and his absence that of the CAF Examination Committee Members.

Process of Registration

- 1) Dojos wishing to register with the CAF must fill out the *CAF Dojo Registration* form found **on the CAF website**.
- 2) Once the registration process has commenced with the CAF the dojo must immediately apply for registration with their Provincial organization. As each Provincial Association is an entity **unto** itself with their own sets of rules, guidelines and processes, and the CAF has no jurisdiction in the Provincial Associations, dojos must refer

to their own Provincial Organization's process for requesting membership. A list of the Provincial Associations can be found on the CAF website: <http://www.canadianaikidofederation.ca/index.php>

3) Once the CAF Secretary receives the request for registration the Secretary sends the request out to the Board of Directors for discussion and contacts the Provincial Association to see if anyone knows of any reason the dojo should not be accepted. If both the CAF and PA agree, the dojo is accepted. If for some reason the CAF accepts the registration and the PA does not, more information will be requested and a decision whether to accept the dojo will be made based on the new information.