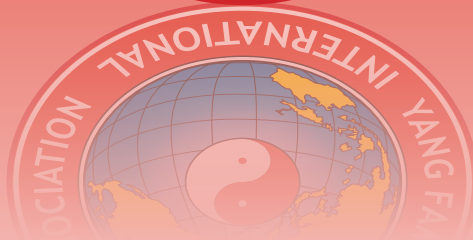


JUDGES AND RANKING HANDBOOK



INTERNATIONAL YANG FAMILY TAI CHI CHUAN ASSOCIATION

THE JUDGES AND RANKING DEPARTMENT



YANG FAMILY TAI CHI CHUAN

JUDGES AND RANKING HANDBOOK

The Judges and Ranking Handbook is an official document of the International Yang Family Tai Chi Chuan Association and reserves the same rights and carries the same authority as all other publications of the Association.

The contents of this edition of the Judges and Ranking Handbook supersedes all other statements in any other publications of the Association that pertain to Judges and Ranking within the Association.

The material in this handbook was compiled by

Pat Rice, Department Head
The Judges and Ranking Department

In cooperation and consultation with Judges and Ranking Advisory Board

Pat Rice, Chairperson
Carl Meeks
Angela Soci
Mei Mei Teo
Ray Tom
Han Hoong Wang

**Carl Meeks, Division Head
Division of Education and Training**

Project Overseer
Master Yang Jun, President

Many individuals were consulted on the contents of this handbook.
The Judges and Ranking Advisory Board expresses its gratitude to all who contributed their expertise.



JUDGES AND RANKING HANDBOOK
INTERNATIONAL YANG FAMILY TAI CHI CHUAN ASSOCIATION
2012 EDITION

INTRODUCTION

Dear Association Members,

It has been my privilege to assemble the material contained in this Judges and Ranking Handbook. The work has taken place over several years and has been produced in its final form under the auspices of the Judges and Ranking Advisory Board, a Department under the Association's Division of Education and Training.

It is exciting now to arrive at the culmination of our efforts and to produce a document that will serve the entire Association.

The purposes of this Handbook are to:

- Standardize the Association's procedures and policies in matters pertaining to judges and ranking;
- Provide a common resource for all areas of judges and ranking;
- Support the work of the Division of Education and Training by providing an educational tool;
- Support the Association's goals in growth and development;
- Maintain the standards of the Yang Family traditional curriculum;
- Advance the reputation of the Association and the Yang Family;
- Promote cooperation among Association members and officials; and
- Encourage participation in the ranking program and strengthen kinship among members who are so engaged.

Resources used in compiling the handbook include documents previously published by the Association, and international procedural handbooks published by the China Wushu Association and the International Wushu Federation.

My own expertise derives from more than 30 years of experience in judging and administration in ranking events and in tournaments, ranging in magnitude from local to international, as an athlete, as a judge, and as an administrator. I feel a pleasurable obligation to contribute my knowledge to the Yang Family, who have done so much to nurture my own growth, and to the Association that is committed to accomplishing the Yang Family's purposes.

The members of the Judges and Ranking Advisory Board, each of whom has considerable experience also, have contributed enormously to the process and to the Handbook. The work also has been supplemented by numerous discussions among Directors, and by formal and informal analyses with judges and candidates about the processes of ranking. I am grateful to all those persons involved with the construction of this Handbook as well as those who are assisting with the development of the ranking process.

Subsequent annual editions of this Handbook will provide the most current updates of the rules, guidelines, and supplemental documents. All members are invited to comment on this Handbook and to contribute to the further development of the Judges and Ranking Department.

As always, I am happy to have an opportunity to serve the Yang Family and the Association.

Pat Rice

Department Head, Judges and Ranking Department

Chairperson, Judges and Ranking Advisory Board

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CHAPTER ONE

RANKING SYSTEM STRUCTURE AND ORGANIZATION

INTRODUCTION TO RANKING SYSTEMS

Chinese Martial Arts Ranking System

Based on the needs and development of martial arts in China, the Chinese Martial Arts Ministry of The People's Republic of China formally implemented a Chinese Martial Arts Ranking System in 1997. The ranking system was developed in order to evaluate the skill level and the contributions of practitioners in Chinese martial arts. This ranking system has already achieved notable success in the Chinese Martial Arts community.

Yang Family Tai Chi Chuan Ranking System

The International Yang Family Tai Chi Chuan Association (IYFTCCA) created the Yang Family Tai Chi Chuan Ranking System and designed it to coordinate its development with that of the Chinese Martial Arts Ranking System. Furthermore, the IYFTCCA intends to use components of its Ranking System to contribute to the worldwide development of Tai Chi Chuan and to promote its health benefits

Limits of the IYFTCCA Ranking System

The Association acknowledges the value, worth, and integrity of other Yang Style lineages and other Tai Chi Chuan styles but limits its Ranking System to the Yang Family lineage of Yang Chengfu, Yang Zhenduo, and Yang Jun.

PURPOSES OF THE IYFTCCA RANKING SYSTEM

The Purposes of the Ranking System are to:

- Provide a means to assess the proficiency of Association members in Traditional Yang Family Tai Chi Chuan skills and knowledge;
- Regulate the Association's requirements for authorizing instructors to teach;
- Acknowledge extraordinary contributions of individuals to the Association and to Yang Family Tai Chi Chuan;
- Support the purposes and functions of the Association's Division of Education and Training;
- Promote the benefits and expand the influence of Traditional Yang Family Tai Chi Chuan.
- Promote the benefits of regular practice of Tai Chi Chuan;
- Contribute to the future development of Tai Chi Chuan and of Traditional Yang Family Tai Chi Chuan;

GOVERNING AND ADMINISTRATIVE BODIES OF THE RANKING SYSTEM

The International Yang Family Tai Chi Chuan Association

The IYFTCCA is responsible for organizing and implementing the Traditional Yang Family Style Tai Chi Chuan Ranking System. Only the IYFTCCA has the authority to approve and award rankings within the Association. The IYFTCCA has assigned responsibilities in this area to its Division of Education and Training.

Division of Education and Training (DET)

The Division of Education and Training's responsibilities include setting the Association's policies, regulations, and

standards regarding the education and training of its instructors and members; managing the development and operations of its educational programs; and overseeing the ranking work of the Association.

Judges and Ranking Department

The Judges and Ranking Department of the DET is responsible for setting the Association's policies, regulations, and standards regarding the Ranking System and the education and training of judges; and for managing the development and operations of the Ranking System.

The Judges and Ranking Advisory Board

The Judges and Ranking Advisory Board members are highly qualified people, appointed to the board by the Association President. The board's responsibilities are to:

1. Set and review policies, regulations, and standards for the Ranking System and for judges;
2. Review the Ranking System's structure, methods of testing and scoring, and procedures, and to devise changes as appropriate;
3. Coordinate with the DET to select material for the written and technical content of ranking tests;
4. Organize adjudication for awarding ranks for the advanced levels of 7, 8 and 9;
5. Advise the Judges and Ranking Department and review and approve its work; and
6. Adjudicate matters pertaining to Judges and Ranking, including arbitrations, irregularities in any Ranking Event, and any improper actions by judges. The board reserves the right to administer disciplinary actions against judges. The actions may include demotion of grade or suspension from the Judges Registry.

The Judges and Ranking Department

The Judges and Ranking Department may consist of one or more subgroups. Its responsibilities are listed below:

1. Manage the development and operations of the Ranking System;
2. Develop and implement the Ranking System's guidelines, procedures, protocols, and materials;
3. Develop descriptions for judges' responsibilities and duties;
4. Design and implement a training program and examination for each grade of judge;
5. Create and implement a method of evaluating the work of the judges and recording such assessments;
6. Design the Judge's Passbook for the purpose of documenting judges' work experience;
7. Coordinate with the DET to maintain the Judges Registry;
8. Review and take action on Applications to Sponsor a Ranking Event, receive reports from Ranking Events, certify results, and maintain records in the Association's database;
9. Coordinate with the DET to write sets of questions for the martial arts theory and history component of testing, and to determine the descriptors for evaluating the technical content of the practical component of testing;
10. Design standardized application forms and report forms for use in the administrative processes of ranking; and
11. Develop materials, including scoring forms, worksheets, and checklists, to support the examination procedures.

The Examining Committee

Forming an Examining Committee

1. The sponsor of a Ranking Event forms an Examining Committee prior to the ranking activities.
2. Committee members must be drawn from the Judges Registry maintained by the Association's Division of Education and Training and their membership in the IYFTCCA must be in good standing.
3. Each Ranking Committee is created for a specific Ranking Event and is disbanded at the conclusion of that Ranking Event.

Functions of the Examining Committee

1. Conduct the activities of a specific Ranking Event.
 - The process of conducting a Ranking Event is described in Chapter Four: Guidelines, which starts on page 23.
 - Duties of the Members of the Examining Committee are described on page 27 in Chapter Four.
2. Submit candidate's applications and Ranking Event reports to the DET.
 - The standardized report forms are included in Chapter Five, Supplement 3: Standardized Forms for Ranking which starts on page 39, Form 3 Sponsor's Report to Association.
3. The Examining Committee is not permitted to confer a rank. The Examining Committee members conduct the components of the ranking test, and the sponsor submits the results to the IYFTCCA (DET) for action and awarding of rank.

Composition of the Examining Committee

1. The Examining Committee is composed of three to five or more judges.
 - Presiding Judge (one)
 - Scoring Judge (three to five)
 - Forms Judge (one or more; it is recommended to have one for each candidate during performance)
 - Organizing Judge (one or more)
 - Written Test Proctoring Judge (one or more)
 - Push Hands Partnering Judge (one or more)
 - Recording Judge (one or more)
2. The Examining Committee must be composed of at least three Scoring Judges.
 - The members of the Examining Committee may perform multiple functions provided their ranking level and training are sufficient.
3. Judges-In-Training (one per Presiding Judge and one per Scoring Judge) may be present.

Ranks of the Members of the Examining Committee

The Examining Committee members must be sufficiently ranked to qualify to judge the level of the ranks to be tested.

1. The Presiding Judge must be at least Rank Four and one rank above the highest level being tested.
2. The Scoring Judges must be at least Rank Three and are allowed to promote to their own level provided that the Presiding Judge is at least one rank above the level being tested. Scoring Judges may not score candidates who are testing for a rank that is higher than that of the judge.
3. To promote to Rank Six, the Presiding Judge and all Scoring Judges must be ranked at least Rank Six.
4. The Forms Judge must be ranked at least Rank Three.
5. The Organizing Judge must be ranked at least Rank Three.
6. The Written Test Proctoring Judge must be ranked at least Rank Three and at least at the level of the test being scored. Written Test Proctoring Judges may not mark a test that is at a rank that is higher than that of the Written Test Proctoring Judge.

7. The Push Hands Partnering Judge must be ranked at least at the rank being tested.
8. The Recording Judge must be ranked at least Rank Three.

STRUCTURE OF THE RANKING SYSTEM

Tiers of Ranks

Within the Ranking System, there are two tiers of ranks. Primary Ranks (“Jie”) are stages of achievement preliminary to the Classic Ranks (“Duan”).

Primary Ranks

- Students have the option to enter the Ranking System in preliminary stages or “Primary Ranks.” Compared to the Classic Ranks, these units are simpler and shorter, and the examination is conducted by a single Reviewer rather than a committee and is less formal, so that testing conditions minimize student anxiety and make the Ranking System less intimidating. The purpose of this tier is to encourage new or current students to enter the Ranking System.
- Students are not required to go through the Primary Ranks and may elect to test directly for Classic Rank One at any time after one year of study.
- Students who do enter the Jie Ranks must complete them before progressing to the Classic Ranks.

Classic Ranks

- The Classic Ranks represent levels of achievement that indicate a student’s progression through the standard curriculum of the Traditional Yang Family Tai Chi Chuan teachings. These examinations are more complex and are detailed in the body of this handbook.

Primary Ranks

Levels and Names of the Primary Ranks

There are three Primary Ranks that may be awarded: One, Two, and Three.

- Each section of the Traditional 103-form is tested separately.
- Primary One or Jie One is awarded for Section One, Primary Two or Jie Two is awarded for Section Two, and Primary Three or Jie Three is awarded for Section Three.

Requirements for Candidates

- The candidate must be a member of the Association.
- Application forms are not required.
- Candidates pay a \$10 fee to the Reviewer.

The Reviewer

- The Reviewer must be a Certified Instructor or higher and must be listed in the Judges Registry.
- Affiliated Schools are encouraged to invite a Certified Instructor or Center Director who is listed in the Judges Registry to conduct Primary Ranking Events.
- An Examining Committee is not required.

Methods of Testing

- The test is a specific performance by candidates that is used to qualify them for achievement of a Primary Rank.
- Tests may be held before, during, or after a regular class meeting, or at a separate time and place.
- The candidates for Primary Ranks may take their test in groups of any size.
- The candidate may re-take a test without a time interval between tests.
- There are no written exams for Primary Ranks.

Scoring

- Tests for Primary Ranks are not scored numerically but are evaluated only for “pass” or “no pass”.

Advancing

- Students may request to be tested for Primary One after four months of study. A minimum of four months is required between Primary Ranks.
- Students who enter the Primary Ranks are required to complete these three levels before testing for Classic Rank One.
- Students may test for Classic Rank One at any time after achieving Primary Three, without a waiting period.

Records and Reports

- Records are kept and maintained at the YCF Center or Affiliated School where the exam was conducted.
- The Reviewer reports the results to the Association’s Judges and Ranking Department by email.

Certificates

- The Reviewer issues a standardized certificate from the IYFTCCA for successful candidates for each Primary Rank.

Classic Ranks

There are nine Classic Ranks that may be awarded. Listed below are the factors considered when these ranks are awarded:

- The length of time spent practicing Tai Chi Chuan;
- The level of attained skills;
- Knowledge of Tai Chi Chuan history and theory;
- Credits earned through the Association’s Tai Chi Chuan Teacher Academy;
- Achievements in research;
- The degree to which the moral code of martial arts is followed; and
- The contributions to the growth and development of Traditional Yang Family Tai Chi Chuan.

Levels and Names of the Classic Ranks.

- | | | |
|------------------|--------|--------------|
| • Beginner Ranks | One: | Copper Eagle |
| | Two: | Silver Eagle |
| | Three: | Gold Eagle |

- Intermediate Ranks
 - Four: Copper Tiger
 - Five: Silver Tiger
 - Six: Gold Tiger
- Advanced Ranks
 - Seven: Copper Dragon
 - Eight: Silver Dragon
 - Nine: Gold Dragon

Specifications for Each Rank

Beginner Ranks

Rank One (Copper Eagle)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least one year or who have earned 150 Academy credits; achieved a score of at least 7.5 points in the test of Traditional Yang Family Tai Chi Chuan Hand Form; achieved a score of at least 60 points in the first level written test of history and theory; and who adhere to the moral code of martial arts may apply to advance to Rank One.

Rank Two (Silver Eagle)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least one year after attaining Rank One or who have earned 300 Academy credits; achieved a score of at least 8 points in the test of Traditional Yang Family Tai Chi Chuan Hand Form; achieved a score of at least 65 points in the second level written test of history and theory; and who adhere to the moral code of martial arts may apply to advance to Rank Two.

Rank Three (Gold Eagle)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least one year after attaining Rank Two or who have earned 450 Academy credits; achieved a score of at least 8.3 points in the test of Traditional Yang Family Tai Chi Chuan Hand Form and a score of at least 8.0 in the test of either the Sword or Saber Form; achieved a score of at least 70 points in the third level written test of history and theory; and who adhere to the moral code of martial arts may apply to advance to Rank Three.

Beginner Ranks 1-3 do not require tests for Push Hands Skills.

Intermediate Ranks

Rank Four (Copper Tiger)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least two years after attaining Rank Three or who have earned 750 Academy credits; achieved a combined score of at least 25.8 points (and no score below 8.3) in the tests of Traditional Yang Family Tai Chi Chuan Hand Form, the Sword Form, and the Saber Form; achieved a score of at least 75 points in the fourth level written test of history and theory; and satisfactorily performed the Push Hands Skills requirements for Rank Four; and who adhere to the moral code of martial arts may apply to advance to Rank Four.

Rank Five (Silver Tiger)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least two years after attaining Rank Four or who have earned 1050 Academy credits; achieved a combined score at least 26.4 points (and no score below 8.3) in the tests of Traditional Yang Family Tai Chi Chuan Hand Form, the Sword Form, and the Saber Form; achieved a score of at least 80 points in the fifth level written test of history and theory; and satisfactorily performed the Push Hands Skills requirements for Rank Five; and who adhere to the moral code of martial arts may apply to advance to Rank Five.

Rank Six (Gold Tiger)

Individuals who have practiced Traditional Yang Family Tai Chi Chuan for at least two years after attaining the Rank Five or who have earned 1400 Academy credits; achieved a combined score of at least 27 points (and no score below 8.3) in the tests of Traditional Yang Family Tai Chi Chuan Hand Form, the Sword Form,

and the Saber Form; achieved a score of at least 85 points in the sixth level written test of history and theory; and satisfactorily performed the Push Hands Skills requirements for Rank Six; and who adhere to the moral code of martial arts may apply to advance to Rank Six.

Advanced Ranks

Rank Seven (Copper Dragon)

Individuals must have practiced Traditional Yang Family Tai Chi Chuan for at least six years after attaining the Rank Six. Individuals who have achieved a certain level of success, influence or recognition, in work, research, and writing or publishing in martial arts theory, and who have a high level of martial virtue may apply to advance to Rank Seven.

Rank Eight (Silver Dragon)

Individuals must have practiced Traditional Yang Family Tai Chi Chuan for at least five years after attaining the Rank Seven. Individuals who have achieved a certain level of success, influence or recognition, in work, research, and writing or publishing in martial arts theory, have contributed significantly to the development of Traditional Yang Style Tai Chi Chuan, and who have a high level of martial virtue may apply to advance to Rank Eight.

Rank Nine (Gold Dragon)

After attaining Rank Eight, individuals who have achieved a great level of success and have substantial influence, by means of work, research, and writing or publishing in martial arts theory, have contributed greatly to the development of Traditional Yang Style Tai Chi Chuan, and whose influence is large, and who have a high level of martial virtue may apply to advance to Rank Nine.

Honorary Rank

Exceptional people who contribute greatly towards the development of Yang Family Tai Chi Chuan may be given an honorary high level ranking, at the discretion of the International Yang Family Tai Chi Chuan Association President.

Sequential and Non-sequential Ranking

Sequential Ranking

1. Entering the System

In general, members are expected to enter the Ranking System by testing at Rank One and progress sequentially through each level.

2. Progression

Once a member has entered the Ranking System, the progression of ranks thereafter must be followed in sequence by testing at each subsequent level. No one may pass over a level after obtaining his or her initial rank.

3. Advancing

Ranked members may remain at their current rank for as long as desired and are not required to advance through the Ranking System.

Non-Sequential Ranking

Exceptions to sequential ranking may be granted in certain circumstances.

1. Using Grandfather Rules to establish a Center's internal Examining Committee.

See remarks on page 33 in Chapter Five titled: Grandfather Rules and Grandfather Rules Clarification.

Center Directors who need to build an internal Examining Committee may request a non-sequentially obtained rank for up to four people. These members may be "grandfathered" into the ranking system without participating in the established testing process. They must submit a standard application form

to the Association's Judges and Ranking Advisory Board. Each member of the Advisory Board reviews the application and may approve the rank requested or recommend a lower rank or deny the request. Their collective responses determine the rank assigned by the IYFTCCA.

2. Bypass a rank

Members who have practiced for a long time and wish to bypass Rank One or Rank Two when entering the Ranking System must meet the requirements established in the "Grandfather Rules." Members are permitted to test up to Rank Three by this means.

3. Academy credits

Credits from the Association's Academy may be converted or applied toward a rank.

Grandfather Rules and Grandfather Rules Clarification

When the Association was first established, members were permitted to be "grandfathered" into the ranking system at a non-sequential level in order to help constitute an Examining Committee for a new Center or an established Center. The practice of "Grandfathering" has been suspended since 2006 but in the future may be reinstated as necessary. The use of the Judges Registry in the future may cancel the need for this method.

See page 33 in Chapter Five: Supplement 1-Grandfather Rules and Grandfather Rules Clarifications.

Status of Rank

Active

Ranked members must maintain current membership in the Association to retain the active status of their rank. Members whose membership have lapsed two years or less may reactivate their membership and retain the active status of their rank upon payment of current dues.

Suspended

Members whose membership has lapsed more than two years have temporarily suspended the active status of their rank and must pay a Reinstatement Ranking Fee of \$25 and current membership dues to reactivate their rank.

Withdrawn

The Association reserves the right to withdraw its recognition of a member's rank for a reasonable and legitimate cause. The Judges and Ranking Board will be consulted before this serious action is taken.

Certificates, Clothing, Insignia and Medals

Certificates

The Association designs and produces standardized certificates appropriate to each rank.

Clothing

The Association may design and produce standardized clothing appropriate to each rank.

Insignia and Medals

The Association designs and produces standardized insignia appropriate to each rank. (See page 38 in Chapter Five, Supplement 2: Illustrations for Ranking Protocols and Requirements, #4 Certificates, Clothing, Insignia, Medals.)

CHAPTER TWO OPERATIONS AND MANAGEMENT

METHODS OF TESTING

The methods of testing include competitions and standardized ranking examinations.

Competitions

Competitions authorized or sponsored by the International Yang Family Tai Chi Chuan Association may be structured in such a way that scores from performances may be applied to ranking levels. Other conditions may also be required for the equivalent of passing a ranking examination and being awarded a rank.

Standardized Ranking Examinations

The Association's standardized ranking examinations, as described in this document, are the most commonly used method for members to enter and advance through the Ranking System. There is no limit on the number of Ranking Events a Center or Sponsor may hold during a year. For each Ranking Event, a separate application must be submitted to and approved by the Judges and Ranking Department.

COMPONENTS OF A STANDARD RANKING EXAMINATION

Standardized Ranking Examinations consist of three components:

1. A written test of history and theory;
2. Practical examinations of required performance routines; and
3. Practical examination of required push hand skills for intermediate levels.

Completing All Components of the Examination

A candidate must pass all required components of the Ranking Examination in order to achieve any rank. Each component of the Ranking Examination may be administered at a different time. The results are combined to constitute a completed examination. The required time interval between ranks begins after the completion of all components of the test.

Written Test of History and Theory

The written test is one of the components of a Ranking Examination. At each Ranking Event, one or more versions of the written exam for each rank being tested may be administered.

Practical Examination of Performance Routines

A practical examination of one, two, or three performance routines is one of the components of a Ranking Examination, depending on the rank being tested. A candidate must perform and must pass the required set of performance routines within the same Ranking Event. The routines may not be performed individually at different Ranking Events. If a candidate does not pass a routine, or if the cumulative score is insufficient, he/she may not retake this component of the ranking test at that Ranking Event, and he/she must re-perform the required set of performance routines at a different Ranking Event.

Practical Examination of Push Hands Skills

A practical examination of a set of required push hands skills is one of the components of a Ranking

Examination, depending on the rank being tested. A candidate must perform and pass the required set of push hands skills within the same Ranking Event. At the discretion of the Presiding Judge, a candidate may be allowed a second attempt to demonstrate a Push Hands skill while still performing in the same examination period but may not return for re-testing after the declared conclusion of his/her examination. The push hands skills may not be performed individually at different Ranking Events. If a candidate does not pass one of the push hands skills, or if the score is insufficient, he/she may not retake this component of the ranking test at that Ranking Event, and he/she must re-perform the required set of push hands skills at a different Ranking Event.

Written Test of History and Theory

1. English and Chinese are the standard languages for the written test, but translation into other languages is permitted with the approval of the Association's Judges and Ranking Advisory Board.
2. The Judges and Ranking Department may design more than one test at each level with questions that are appropriate to that level. The test that is administered during a Ranking Examination may be different for each candidate within a level, or some or all candidates at a level may be given the same test.
3. Each candidate must take the written test appropriate to the level for which the candidate applied. The test may be given orally in certain circumstances; for instance, if the candidate has a cognitive or physical impairment.
4. One hour is allowed for the written test. Additional time may be requested in certain circumstances by the candidate; for instance, when there is language unfamiliarity, need for translation, or if the candidate has a cognitive or physical impairment.
5. The test answers are checked and the results reported to the candidate and posted to the candidate's application form.
6. If the candidate has not achieved a passing grade on the written exam, he/she may retake this portion of the ranking test within 24 hours, at the discretion of the Examining Committee. A different version of the written test at the same level may be administered.

Practical Examination of Performance Routines

1. Each candidate must perform all the routines required for the level for which the candidate applied.
2. Candidates may be paired or grouped (no more than four) for the Hand Form. The rank they are testing must be equal or nearly equal. In order for judges to set the appropriate range of scores for judging, Beginner Ranks and Intermediate Ranks may not be tested together.
3. The groups may be self-selected or be assigned. Starting positions for candidates are assigned and clearly communicated. Candidates are not required to perform synchronously with others. Each candidate's score is given individually without regard to the performance of others. Candidates perform weapons routines singly or in pairs (no more than two) for safety of candidates and for judges' ability to evaluate.
4. No minimum or maximum time limit is set for any routine.
5. Weapons must meet specifications of size and safety. Sword must be metal and of sound construction and long enough that the tip of the sword when held in ready position reaches at least the top of the ear. A tassel is required for the sword. Saber must be metal and of sound construction and long enough that the tip of the saber when held in ready position reaches at least the bottom of the ear. A flag is required for the saber. (See page 36 in Chapter Five, Supplement 2: Illustrations for Ranking Protocols and Requirements, #2 Specifications for Weapons.)
6. Attire must be appropriate to martial arts. Uniforms are not required. If a uniform is worn, it must be of appropriate design and buttoned completely; sleeves may not be rolled up.
7. If a candidate does not pass the practical examination, there are no provisions for re-taking this portion of the ranking test at that Ranking Event.

Practical Examination of Push Hands Skills at Intermediate Levels

1. Each candidate must perform all the Push Hands skills required for the rank for which the candidate applied.
2. Candidates are partnered with one of the Scoring Judges for the Push Hands Examination. The Presiding Judge ensures that the candidate has an appropriately skilled partner who cooperates sufficiently to allow the candidate to execute the required skill. The Push Hands Partnering Judge neither assists nor hinders the candidate's performance.
3. The Presiding Judge conducts the examination by stating the required Push Hands skill and the candidate responds by executing the skill. The test is concluded when all required skills have been tested or when the candidate is unable to continue.
4. The Presiding Judge may confer with the Push Hands Partnering Judge in determining whether the candidate successfully executed each of the required skills.
5. Evaluation of skills: For the list of skills at each rank, the candidate must show adequate proficiency for each of the items. If even one of the skills is insufficient, the result is "no pass."
6. Rank Four: three "basic circles" of Fixed Step: Single Hand Horizontal Circle, Double Hands Four Energies Vertical Circles, Double Hands Figure Eight, and the transitions into and out of each of these.
7. Rank Five: Fixed Step: all circles and their transitions; Horizontal Four Energies; and Applications for Eight Energies. At Rank Five, the candidate should show satisfactory evidence of "Ting Jing", Listening Skill.
8. Rank Six: Fixed Step: all circles and transitions, applications for Eight Energies, two counters to each of Eight Energies Applications; Moving Straight Step, Moving Cross Step, basic circles in Moving Step (both patterns). Rank Six is the highest level and should be a thorough examination. At Rank Six, the candidate should show satisfactory evidence of "Dong Jing," Understanding Skill.
9. Not included in testing at this time: Applications and Counters in Moving Step; Da Lu.
10. Evaluation of Principles of Push Hands: The Examining Committee has the responsibility to apply evaluation criteria that are appropriate to the rank that is being examined, and if a candidate is deemed to show satisfactory skill for each principle for the rank being tested, the assessment is "pass." In cases of unmistakable insufficiency, the assessment is "no pass."
11. Evaluation of Quality of Skills: Each of fifteen qualities is assessed as "pass" or "no pass." To achieve Rank Four, the minimum is 9; to achieve Rank Five, 11; to achieve Rank Six, 13.
12. No minimum or maximum time limit is set for this portion of the examination.
13. If a candidate does not pass the Push Hands Examination, there are no provisions for re-taking this portion of the ranking test at that Ranking Event.

SCORING METHODS AND STANDARDS FOR USE BY THE EXAMINING COMMITTEE

Standard Scoring for Hand, Sword, and Saber Forms

Full score for each form is 10 points. Scoring and deductions are as follows:

Hand Forms Standard Scoring

1. Standardization of movements is worth 6 points.

Every hand shape, stance, step, torso position, torso movement, kick, and maintaining of balance not in accordance with the standard requirements results in a deduction of 0.05 points for each slight mistake; 0.1 points for each significant mistake; 0.2 points for each serious mistake. Total deductions for multiple occurrences of the same mistake throughout the routine not to exceed 0.3 points.

2. Application and coordination are worth 2 points.

Candidates who use the appropriate tai chi energies and energy points and perform continuously with connected hand, eye, and body movements and footwork receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

3. Spirit, concentration, speed, and style are worth 2 points.

Candidates with natural expression, effective concentration, appropriate speed, and manifested style in accordance with the requirements receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

Sword Form Standard Scoring

1. Standardization of movements is worth 6 points.

Every hand shape, sword technique, stance, step, kick, torso position, torso movement, jump, and maintaining of balance not in accordance with the standard requirements results in a deduction of 0.05 points for each slight mistake; 0.1 points for each significant mistake; 0.2 points for each serious mistake. Total deductions for a single move not to exceed 0.2 points. Total deductions for multiple occurrences of the same mistake throughout the routine not to exceed 0.3 points.

2. Application and coordination are worth 2 points.

Candidates who use the appropriate tai chi energies and energy points and perform continuously with connected hand, eye, and body movements and footwork receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

3. Spirit, concentration, speed, and style are worth 2 points.

Candidates with natural expression, effective concentration, appropriate speed, and manifested style in accordance with the requirements receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

Saber Form Standard Scoring

1. Standardization of movements is worth 6 points.

Every hand shape, saber technique, stance, step, torso position, torso movement, kick, jump, and maintaining of balance not in accordance with the standard requirements results in a deduction of 0.05 points for each slight mistake; 0.1 points for each significant mistake; 0.2 points for each serious mistake. Total deductions for a single move not to exceed 0.2 points. Total deductions for multiple occurrences of the same mistake throughout the routine not to exceed 0.3 points.

2. Application and coordination are worth 2 points.

Candidates who use the appropriate tai chi energies and energy points and perform continuously with connected hand, eye, and body movements and footwork receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

3. Spirit, concentration, speed, and style are worth 2 points.

Candidates with natural expression, effective concentration, appropriate speed, and manifested style in accordance with the requirements receive full score. Slight deviation from the requirements results in a deduction from 0.1 to 0.5 points; significant deviation results in a deduction from 0.6 to 1.0 points; serious deviation results in a deduction from 1.1 to 2.0 points.

Standard Deductions for Other Mistakes

Deductions for the following five kinds of mistakes are made by scoring judges.

1. Failure to complete form. Candidates who fail to complete a form do not receive a score.
2. Forgetting. Each occurrence of forgetting, according to the degree, results in a deduction from 0.1 to 0.3 points.
3. Weapon or clothing influencing movement. The tassel wrapping around any part of the body and influencing movements; the tassel or saber silks or article of clothing touching the ground; buttons being open; weapon touching the ground, hitting the body, or similar kinds of mistakes, result in a deduction from 0.1 to 0.2 for each occurrence.
4. Weapon changes shape, breaks, or falls to the ground. The weapon bending or changing shape results in a deduction from 0.1 to 0.3 points. The weapon breaking results in a deduction of 0.4 points. The weapon falling to the ground results in a deduction of 0.4 points each occurrence.
5. Loss of balance. Swaying results in a deduction of 0.1 points for each occurrence. Each use of the non-weight-supporting leg to maintain balance results in a deduction of 0.2 points, and more than one use in a row results in a deduction of 0.3 points. Each instance of falling to the ground results in a deduction of 0.3 points.

Deductions for the Following Six Kinds of Mistakes Are Carried out by the Presiding Judge.

1. Opening and closing postures
Opening or closing postures not done to the proper direction result in a deduction of 0.1 points.
2. Repeated performance
 - a. External reason. If a candidate is forced to stop during the performance because of an external/non-subjective reason, he/she may re-perform, after receiving approval of the Presiding Judge of the Examining Committee, without a deduction.
 - b. Subjective reason. If a candidate stops during the performance because of a personal reason, such as forgetting, making a mistake, or the weapon losing a part, he/she may begin again but with a deduction of 1 point.
 - c. Sickness or injury. If a candidate is unable to continue performing due to sickness or injury, the Presiding Judge has the right to stop the performance. If the candidate is able to continue after receiving basic aid, he/she can be placed in the last position with a deduction of one point. If the candidate is already the last person, he/she can be the first person in the next group evaluated. If the candidate cannot continue within the above time frames, he/she must withdraw.
3. The number of moves
If the number of moves is too many or too few, each extra or lacking move results in a deduction of 0.3 points.
4. Direction of moves
Every move that varies from the standard direction by more than 45 degrees results in a deduction of 0.1 points.
5. Sequence of moves
Moves that are out of sequence result in a deduction from 0.1 to 0.3 points.
6. Weapons and clothing
Weapons and clothing not in accordance with the regulations result in the scores being cancelled (this item may be interpreted liberally).

Scoring Procedures

Scoring Judges Award Scores

1. Each Scoring Judge awards a score based upon the requirements for the forms, less any deductions, according to the demonstrated skill level of the candidate.
2. Scoring Judges show numerical scores using two digits after the decimal point, with the second digit being restricted to 0 or 5.

Determination of Basic Score

1. Five-member committee. The highest score and the lowest score are excluded, and the remaining three scores are averaged to determine the candidate's Basic Score.
2. Four-member committee. The highest score and the lowest score are excluded, and the remaining two scores are averaged to determine the candidate's Basic Score.
3. Three-member committee. The highest score and the lowest score are excluded, and the remaining score determines the candidate's Basic Score.
4. The Basic Score is truncated at two digits after the decimal point, without rounding up or down.

Determination of Final Score

1. The Presiding Judge reduces the candidate's Basic Score according to Standard Deductions for Other Mistakes described in Chapter Two on page 13 under the six items in the section "Deductions for the following six kinds of mistakes are carried out by the Presiding Judge."
2. The Presiding Judge makes any other adjustments according to allowable conditions.
3. This score becomes the candidate's Final Score, which is recorded on the candidate's application form.
4. The Presiding Judge informs the members of the Examining Committee of the candidate's final score.

PROTOCOLS FOR THE RANKING EVENT

Order of Examining

The written exam is usually given first and may be administered on a different day from the practical examinations. The practical performances for routines are examined next. The Push Hands examination is conducted last.

Time Limits

Written exams have a time limit of one hour. Practical exam for routines and Push Hands have no time limits.

Arena

The arena is the area in front of the Presiding Judge's table; it is not marked, there are no boundaries. Starting positions are indicated by tape on the floor to allow adequate space for all the performers being tested.

Staging Area/Waiting Area

An Organizing Judge manages the staging area and assists Judges and candidates with preparations to enter the arena. Privacy should be maintained for this area.

Dress Standard for Candidates

1. A traditional or contemporary Tai Chi Chuan uniform (must be buttoned or fastened completely) is preferred; a simple workout suit or tracksuit is acceptable. Tai Chi Chuan shoes or athletic shoes and socks are required. No street clothes, no bare feet, no street shoes are allowed.
2. Alternate: Athletic suit, black pants, School t-shirt or Association t-shirt.
3. No jewelry of any type is permitted; permanently installed items may remain.
4. Eyeglasses are permitted.

Arena protocols

1. Entering/Greeting: the Presiding Judge calls the candidate's name. The candidate steps to the edge of the arena and salutes with the standard bare-hand palm-and-fist salutation (no "bow" with the salute) or the standard salute with a weapon, then holds the salute until the Presiding Judge acknowledges by returning the salute and indicates permission to enter the arena.
2. Candidate's starting point: the candidate walks directly to the assigned starting point and waits for the Presiding Judge's signal to begin; candidate does not speak and does not salute individual Judges. (See page 35 Chapter Five, Supplement 2: Illustrations for Ranking Protocols and Requirements, #1. Martial Salutations.)
3. Beginning signal: the Presiding Judge gives the command "begin, please."
4. Proceeding: the candidates perform the routine, each at his/her own pace. There is no time limit and therefore no signal for the conclusion of routines.
5. Finishing and exiting: when a candidate has completed a routine, he/she may exit the arena without waiting for others to finish. There is no salute; the candidate looks at the Presiding Judge and waits for eye contact; the Presiding Judge gives a signal (nod or hand gesture) to exit the arena.
6. Incomplete routine: if a candidate does not finish a routine, he/she may exit the arena without waiting for others to finish; there is no salute; candidate looks at the Presiding Judge and waits for eye contact; the Presiding Judge gives a signal (nod or hand signal) to exit the arena.

Re-performing

1. If a candidate's performance is interrupted by circumstances beyond his/her control, he/she may re-perform without penalty.
2. A candidate who wishes to re-perform for subjective reasons must bow out of the arena (salute) and request a re-performance to be conducted after all others have been completed. In this case, there is a one-point penalty for re-performing.

Spectators

1. Spectators in the category of "general public" (such as spouses or friends) are not admitted to Ranking Events.
2. Certain persons in special categories may be admitted to Ranking Events: judges-in-training, individuals who are in an instructors training program, individuals who are enrolled in a related Tai Chi Chuan Teacher Academy course, potential participants in the Ranking System, and others as permitted or by the Sponsor and the Presiding Judge.
3. If a candidate has a reasonable objection, spectators will not be allowed.

SPONSORING A RANKING EVENT (SEE ALSO CHAPTER FOUR: GUIDELINES)

Eligibility to Sponsor a Ranking Event

1. Any Association member may apply to sponsor a Ranking Event for Ranks 1 - 6 by completing and submitting the Application to Sponsor a Ranking Event form. A sponsor can organize a Ranking Event as often as necessary
2. The Judges and Ranking Advisory Board may sponsor, organize, and conduct a Ranking Event for testing at any level.
3. The Judges and Ranking Advisory Board will, from time to time, organize adjudication for the assignment of the seventh, eighth, and ninth ranks.
4. Only Examining Committees that have been given examining rights by the International Yang Family Tai Chi Chuan Association, Department of Judges and Ranking, are permitted to conduct ranking tests. An Examining Committee is authorized during the process of applying to sponsor a Ranking Event.

Responsibilities of the Sponsor

1. The Center Director or other Sponsor may or may not be the same individual as the Presiding Judge of the Examining Committee. If they are not the same, they should work closely together to prepare all aspects of the Ranking Event, and both should co-sign documents and reports to the IYFTCCA.

All duties of the Sponsor and the Presiding Judge should be completed as part of the Ranking Event. It is the responsibility of both the Sponsor and the Presiding Judge to prepare adequately for the Ranking Event and to manage the separate portions of the event efficiently and fairly.

The objective is the successful execution of the Ranking Event according to Association protocols, and to promote the Association objectives and to maintain its standards.

2. The Sponsor organizes the event, appoints an Examining Committee from the list of approved officials in the Judges Registry, secures a venue, submits the Application to Sponsor a Ranking Event, receives candidates' applications and fees, reviews those applications for completeness, provides printed current versions of ranking documents for reference and use during the event by any member of the Examining Committee, and prepares all testing and scoring materials.
3. The Presiding Judge reviews the candidates' applications, documents, and materials, and conducts the processes of the Ranking Event.
4. The Presiding Judge delivers to the Sponsor the completed candidates' applications with recorded results and associated materials.
5. The Sponsor submits the Sponsor's Report and the share of Ranking Fees to the Association. (See page 39 Chapter Five: Supplement 3-Standardized Forms for Ranking, #3. Sponsor's Report to the Association.)
6. If the Ranking Event is cancelled, the Sponsor is responsible for notifying Examining Committee members, candidates, and the Judges and Ranking Department.

Scheduling a Ranking Event

1. The IYFTCCA maintains a schedule of Ranking Events and other Association-sponsored activities and may approve or not approve an Application to Sponsor a Ranking Event based on considerations of the calendar and other scheduled events including seminars. The schedule of all events is posted on the Association website.
2. In general, a Center or Sponsor schedules a Ranking Event to suit the convenience of the Examining Committee members and the candidates.
3. It is recommended but not required that Ranking Events be held at a different time from Association seminars or other activities.

Application to Sponsor a Ranking Event

1. Submitting an Application to Sponsor a Ranking Event
 - The Sponsor of the Ranking Event submits the standard Association form “Application to Sponsor a Ranking Event” to the Head of the Judges and Ranking Department. This form may be obtained from the Association website.
 - The Application should be submitted at least sixty days in advance of the Ranking Event but may be submitted closer to the date of testing.
 - The Application may be submitted either by mail or electronically.
2. Completing the Application form
 - a. Section 1. Sponsor and Location Information
 - Sponsor and contact information.
 - Location of Ranking Test.
 - b. Section 2. Examining Committee and Testing Information
 - The sponsor of the Ranking Event is responsible for securing a qualified Examining Committee in advance of the event. Members must have sufficient rank to qualify the Examining Committee to conduct the examination. (In the future, the Examining Committee members must be listed in the Judges Registry.)
 - Number of Judges: A minimum of three Scoring Judges is required to conduct a Ranking Event. This may include the Presiding Judge. The Presiding Judge and Scoring Judges may perform other Judges’ duties, provided their rank is sufficient.
 - Name and Rank and Association membership number of Examining Committee members.
 - Testing Date, Testing time, Ranks to be tested.
3. Approval or Non-approval of the Application
 - If the application is approved, Judges and Ranking Department Head informs the Sponsor.
 - If the application is not approved, the Judges and Ranking Department Head lets the Sponsor know the reason so that changes can be made to the application. The application may be resubmitted.
4. Listing the Ranking Event on the IYFTCCA’s website.
 - After the Ranking Event is approved, the Association lists it on the IYFTCCA website.
5. Changes to the Application
 - Changes to the original Application must be submitted in writing to Judges and Ranking Department Head in advance of the Ranking Event, either by mail or electronically.
 - Changes to the sponsoring unit, date, location, or time must be approved in advance by the Judges and Ranking Department Head.
 - Changes to the Examining Committee
 - a. Changes in the Presiding Judge, Scoring Judges, or Push Hands Partnering Judge must be approved in advance by the Judges and Ranking Department Head.
 - b. Changes in other Examining Committee members do not require advance approval. Duties of the Forms Judge, Organizing Judge, and Test Proctoring Judge may be interchangeable without advance approval, provided their rank is sufficient.
 - c. Changes that have not been approved and have the effect of disqualifying the Examining Committee may result in the entire Ranking Event being invalidated.
6. Cancellation
 - If the Ranking Event is cancelled, the Sponsor is responsible for notifying Examining Committee members, candidates, and the Judges and Ranking Department.

REPORTS TO THE IYFTCCA AND PERMANENT RECORDS

Sponsor's Report to Association

See page 39 in Chapter Five, Supplement 3, Standardized Forms for Ranking Events, #3. Sponsor's Report to Association.

Candidates' Applications

Send the Summary and the original candidates' applications.

International Yang Family Tai Chi Chuan Association
Judges and Ranking Department
Pat Rice, Department Head
111 Shirley Street
Winchester, VA 22601 USA
Ph: +1 (540) 247-2283 or Email: ranking@yangfamilytaichi.com

Ranking Fees

The Sponsor receives all candidates' application fees and then makes a single payment to the Association for the Association's expenses and share of those fees. The Sponsor's payment to the Association should be submitted to the Association Secretary.

Sponsor's Permanent Records

The Sponsor's permanent files contain a copy of documents for each Ranking Event and correspondence pertaining to these records:

- Application to Conduct a Ranking Event
- Approval of application
- Candidates' applications
- Summary/Reports

Examination Papers

Written examination papers are not forwarded to the Association.

The written exams and other paperwork (except for candidates' applications) should be retained until the candidate has completed all components of the Ranking Examination and a letter of notification has been sent, and at least ninety days after the report is submitted to the Association.

CHAPTER THREE REQUIREMENTS AND POLICIES FOR CANDIDATES

ELIGIBILITY FOR RANKING

Requirements

1. Respect the code of ethics for martial arts.
2. Achieve a certain level of martial ability and understanding of theory.
3. Be a member of the IYFTCCA in good standing.
4. Submit the Association's standard Ranking Application and the required application fee.
5. Meet the time interval requirements for advancing to the next rank.

Academy Credits

1. Candidates who are applying Academy credits must achieve the appropriate number and kind of credits.
2. Candidates bear the responsibility to request validation from the Academy at least one month in advance.

Location

1. Candidates may test at an Association-sponsored Ranking Event at any location.

RANKING APPLICATION FORM AND FEES

Candidate's Application Form

Candidates must fill out and submit a standard Candidate's Ranking Application Form to the Sponsor of the Ranking Event at least one month in advance of the event. (See page 37 in Chapter Five: Supplement 3-Standardized Forms for Ranking Events, #2. Application for Ranking, Candidate's Application Form. The form is available from the Association's website, with information and instructions.)

Candidate's Application Fee

Candidates must submit the appropriate Application Fee with the Application Form, payable to the Sponsor or Center. This application fee is non-refundable regardless of whether the Candidate subsequently tests or whether the Candidate passes.

Ranks 1-3: \$30

Ranks 4-6: \$50

PARTICIPATION IN THE EXAMINATION PROCEDURES

Availability

1. Candidates should provide contact information to the Sponsor in order to receive complete information about the location, date, and time of their examination and such information as will enable them to participate in the process, and to receive timely notice of any changes.
2. Candidates are required to report for testing at the scheduled time, and be available for testing at the discretion of the Examining Committee.

3. Candidates who are late or who leave early forfeit their right to participate.
4. Candidates may leave the testing area immediately after completing their participation in the examinations.

Completion of Examination Components

1. Candidates are required to execute all components of the examination: a written test of history and theory; practical examinations of performance routines; and for intermediate levels, practical examinations of push hands skills. These components may be taken at different Ranking Events.
2. If any component is incomplete, the candidate does not pass the examination.

REPORT OF EXAMINATION RESULTS TO CANDIDATES

Informal Report by Sponsor or Presiding Judge

1. Time for Committee to Review: A Sponsor, Center Director, or Presiding Judge is entitled to take sufficient time to validate candidates' applications, to review procedures and test reports or results, and to conduct discussions with the Examining Committee, and is not obligated to report results immediately to candidates.
2. Retaking the Written Exam: Any candidate who has not passed the written exam may be given an opportunity to retake the exam within twenty-four hours, at the discretion of the Examining Committee.
3. Announcement: A Sponsor, Center Director, or Presiding Judge may informally announce results to candidates either as a group or individually.
4. Next Day Report: The Sponsor is required to report results to the candidate within twenty-four hours of the conclusion of the testing and reviews, including retakes of the written exam. The report may be made in person, by phone, or by email, or by other means.
5. Conferring a Rank: The Examining Committee does not confer a rank but submits test results to the Association.

Official Report by Association

1. Official Results: The Association sends an official report of a candidate's results of his/her examination by letter or by email.
2. Terminology of Report: Each component of the examination has a statement of "pass" or "no-pass". Specific or numerical scores are not reported.
3. Assessments: The Association may design a means of providing candidates an assessment of their areas of strength and weakness.
4. Transfer of Test Results: Candidates may transfer the official test results to their next examination.

Confidentiality

1. Examinations and examination results are confidential except as official records.
2. Scores are not publicized, and individual Judges' scores are not recorded.
3. Specific scores for candidates are not revealed, and candidates may not request their scores from the Examining Committee or from any judge.
4. Judges may not discuss their scores with candidates.
5. The Association may maintain a public roster of members and their rank.

POLICIES FOR RE-TESTING AND TRANSFER OF TEST RESULTS

Re-testing at the Same Ranking Event

An unsuccessful candidate has limited opportunity to retest at the current Ranking Event. Candidates who do not pass the practical examination of performance routines or the practical examination of push hands skills may retake the entire component at any subsequent Ranking Event without a time restriction, but may not re-perform at that Ranking Event.

Re-taking the Written Examination

A candidate who does not pass the written examination may be given the opportunity to re-take an examination, either the same examination or a different version at the same level, within twenty-four hours. If circumstances do not make this feasible, the Examining Committee is under no obligation to provide an opportunity for a re-take. If there is no re-take or the candidate again does not pass the written examination, he or she must take a written examination at a different Ranking Event.

Re-taking the Practical Examination (performance of one or more Routines)

If a candidate does not pass one of the practical routines examinations, the rule requiring a full point deduction for re-performance for personal reasons during the same Ranking Event is operative. The size of this penalty essentially defeats the possibility of receiving a passing score.

Re-taking the Push Hands Examination

At the discretion of the Presiding Judge, a candidate may be allowed a second attempt to demonstrate a Push Hands skill while still performing in the same examination period but may not return for re-testing after the declared conclusion of his/her examination.

Re-Testing at Another Ranking Event, Transfer of Test Results

Re-testing

1. A candidate who has been unsuccessful in one or more components of an examination may apply to be examined at any other Ranking Event, without a minimum time interval.
2. Candidates may request the transfer of successful results of any of the three components of the examination to another Ranking Event.
3. Passing results are valid for one year from the date of the original test.
4. Candidates may re-test for the same rank as many times as they wish.

New Application

1. The candidate submits a new standard Ranking Application to the next Ranking Event along with the appropriate application fee.
2. The candidate requests a transfer of successful test results on his/her new application so that the Sponsor can obtain validation from the Association's Judges and Ranking Department.

Transfer of Test Results

1. Test results are stored in the Association's Judges and Ranking database.
2. Passing results must be officially forwarded from the Judges and Ranking Department to another

Ranking Event in order to be accepted as a component of a subsequent Ranking Event. Scores for individual performance routines do not transfer, only results of “pass” or “no-pass” for an entire component are transferred. The transfer consists of a standard Association’s statement to a Sponsor, validating the results, and may be made by letter or by email.

REQUESTING AN OFFICIAL REVIEW OR ARBITRATION

Official Review

Reasons for Requesting a Review

1. A candidate who believes that there was a factual error or an error in applying the rules and procedures of the ranking to himself/herself, resulting in an unsatisfactory outcome, may request an Official Review.

Chain of Review

1. The candidate should approach the Presiding Judge with his/her information and question, in writing.
2. If the candidate is not satisfied with the adjustment or resolution offered by the Presiding Judge, he/she may then approach the Sponsor of the Ranking Event with the same written request for an Official Review.

Individual Requests

1. A candidate may request a review only on behalf of himself or herself.
2. Only one person may sign a request for a review.

Arbitration

If the candidate is still not satisfied with the adjustment or resolution offered by the Sponsor, he/she may submit a formal Request for Arbitration, with the required fee, to the Association, to be forwarded to the Judges and Ranking Advisory Board. (See page 56 in Chapter Five: Supplement 6-Arbitration Policy.)

CHAPTER 4 GUIDELINES

GUIDELINES FOR ORGANIZING, IMPLEMENTING, AND ADMINISTERING A RANKING EVENT

Overview

The Sponsor is responsible for organizing all stages of the Ranking Event. The stages include planning the event, organizing the personnel, submitting documents, establishing a schedule, implementing and conducting the event, and submitting reports to The Association. (See also page 16 in Chapter Two: Operations and Management, section titled: Sponsoring A Ranking Event.)

Planning the Event

1. Secure an Examining Committee with sufficient rank for the levels to be tested.
2. Submit the Ranking Event Application. This establishes date, time, location, and levels to be tested.
3. Publicize the Ranking Event. Notify potential candidates of the event and deadlines for application.
4. Educate students about the nature and benefits of ranking and conduct preparatory sessions if appropriate. Respond to inquiries.
5. Secure the services of a translator if needed.
6. Confirm all details and communicate any changes to the candidates and judges at least one month in advance.

Pre-Organizing

Documents

1. Accept applications and fees and review applications for completion.
2. If the Sponsor is not the same person as the Presiding Judge of the Examining Committee, the Sponsor should provide all possible information and support in advance to the Presiding Judge, including copies of candidates' applications. Advance copies may be supplied electronically but the originals must be used during the Ranking Event.
3. Note any "conditions and circumstances" and any candidates with an age factor 60 or above.
4. Arrange for prompting if candidates request this.

Examining Committee

1. Make arrangements for the confirmed Examining Committee's attendance and participation.
2. Make assignments for the Examining Committee members to the various duties that are required for a successful Ranking Event, and be sure that each member of the Committee understands the responsibilities assigned to him/her. Judges may change tasks as appropriate to each level of testing.
3. If the Examining Committee includes judges who have little or no experience, plan and implement formal training for those persons prior to the event.
4. Publish and review the schedule for the Examining Committee and the agenda for the candidates.
5. Make candidates' applications available for preview to the Examining Committee; this may be done electronically.

6. Arrange for judges-in-training to be assigned to second-seat of one or more working judges.
7. Meet on-site with the Examining Committee to review candidates and applications, review procedures, answer questions, and anticipate problems.
8. Judges are expected to wear a “uniform” of black pants, IYFTCCA t-shirt, athletic shoes.

Scheduling

1. Prepare a schedule with enough time for Judges to have necessary breaks and for candidates to have adequate time for preparation in the various segments of their examination.
2. Estimate the time required for giving the written test at each level as the standard required minimum of one hour. In practicality, candidates often finish well before the completion of the minimum time.
3. Allow candidates enough time to change into uniforms and to warm up. Candidates should have an opportunity to warm up on the arena where they will test.
4. Estimate the number of candidates at each level and the length of time commonly consumed in the performance of each routine: 103-form, 25 minutes, Sword form, 7 minutes, Saber form 4 minutes. Add 5 to 10 minutes for candidates to line up, enter, prepare, exit, and for communication with the Organizing Judge.
5. Estimate the amount of time required for scoring for each candidate as 3 minutes and encourage Scoring Judges to produce their scores promptly.
6. Sharing the various duties helps the Ranking Event to stay on schedule. Encourage judges to assist each other.

Implementing the Ranking Event Procedures

Overview

1. Begin and end on time.
2. Observe the established protocols for administering the examinations.
3. Conduct each component of the examinations.
4. Supervise the Judges’ activities and assist the group with calibration of scores.
5. Supervise the recording of all results.

Arrange the Facilities and Physical Spaces

1. Establish a waiting area and other appropriate spaces.
2. Set up the testing area, supplies and personnel for administering the written exam.
3. Set up the testing area, supplies, and personnel for administering the practical/performance exams. Define the arena and appropriate starting point(s) if testing more than one candidate at a time.

Organize the Candidates

1. The Presiding Judge or another member of the Examining Committee should answer questions about any aspect of the Ranking Event.
2. The Organizing Judge informs the candidates of the order of performance, grouping of candidates, and assigned starting points in the arena.
3. The Organizing Judge may inspect candidates prior to their entry to the arena for correct attire.

Organize the Examining Committee

1. Review assignments and answer questions about any aspect of the Ranking Event.
2. Confirm that members understand their duties and the schedule. Judges may be asked to assist with providing information to candidates.
3. Distribute appropriate supplies to Examining Committee members.

Conduct Examinations

1. Administer the testing components
2. Assist candidates and members of the Examining Committee appropriately with procedures.
3. Allow breaks for Examining Committee members as necessary.
4. Deliver reports as required.
5. Record results on candidates' application forms.
6. Maintain confidentiality and security of results.

Conclusion

1. Announce results to candidates after all results have been thoroughly checked. In some instances, this will be done on the next day.
2. Thank the Examining Committee.
3. Review the Ranking Event with the Examining Committee and request their assistance with any suggestions for improvements.
4. Give the members feedback on their participation.
5. Maintain security of all documents.

Administering the Testing Components of the Ranking Event

Administer the Written Examination of History and Theory

1. The Written Examination Proctoring Judge administers the written examination.
2. The Recording Judge enters the results on the candidate's application form.
3. The Presiding Judge informs anyone who has not passed the written examination if there is any opportunity to re-take the written test.

Administer the Practical Examination of Performance Routines

In general, the practical examination testing is conducted with the same regulations as a Chinese martial arts tournament.

1. Arrange the facility and equipment.
2. Seat the members of the Examining Committee. (See page 37 in Chapter Five: Supplement 2-Illustrations for Ranking Protocols and Requirements, #3. Floor Plan of the Examination Area.)
 - a. The head table seats the Committee Presiding Judge in the center. Forms Judges are assigned to a particular candidate and then positioned for optimum view. The Recording Judge is seated as convenient.
 - b. Scoring Judges are seated around the perimeter of the arena at the corners and long side, counterclockwise according to rank, with the most senior judge to the right of the Presiding Judge. The Scoring Judges may adjust their station to obtain optimum view of the candidates.

- c. Second-seat Judges-in-Training are positioned beside the working members.
- d. If the Scoring Judges Panel consists of three members, they may all be seated at the head table.
3. Consult with the Organizing Judge to signal the start of the practical testing.
4. Scoring Judges score each candidate at the conclusion of his/her performance, scores are calculated followed by deductions for other mistakes, and the final score is announced to the judges.
5. The Recording Judge enters the results on the candidate's application form.
6. The Presiding Judge completes the Test Results/Examining Committee Comments section of each candidate's application form.

Administer the Practical Examination of Push Hands Skills

1. Two judges administer this component of the examination for each candidate, usually the Presiding Judge and a Push Hands Partnering Judge; however, the roles of Presiding Judge and Partnering Judge may be rearranged to provide optimum testing conditions, provided that their ranks are sufficient.
2. The Presiding Judge uses a standard checklist to make a determination of whether the candidate has satisfactorily performed the required skills, and declares the component of the examination concluded.
3. The Recording Judge enters the results on the candidate's application form.
4. The Presiding Judge completes the Test Results/Examining Committee Comments section of each candidate's application form.

Reporting Results to the Candidates

See page 20 in Chapter Three-Requirements and Policies for Candidates, section titled: Report of Examination Results to Candidates.

Reporting Results to the Association

Review

A Sponsor, Center Director, or Presiding Judge is entitled to take sufficient time to validate Candidates' applications, to review procedures and test reports or results, and to conduct discussions with the Examining Committee.

Report to Association

The Sponsor is required to report results to the Association within two days of the conclusion of all testing and reviews.

Official Report by Association to Candidates

See page 39 in Chapter Five: Supplement 3-Standardized Forms for Ranking Events, #4. Association's Report to Candidate.

Confidentiality

See page 20 in Chapter Three-Requirements and Policies for Candidates, section titled: Report of Examination Results to Candidates.

DUTIES OF THE MEMBERS OF THE EXAMINING COMMITTEE

Presiding Judge

1. Represent the Sponsor and the IYFTCCA.
2. Review the standard protocols, methods, and rules. Have printed current versions of documents available for reference by any member of the Examining Committee.
3. Preview the Examining Committee and the members' degree of preparedness to participate in the examination, and supervise them during the Ranking Event.
4. Preview the candidates' applications for completeness and for any information that will affect their participation in the examination.
5. Identify each candidate. Be sure the Examining Committee members can identify each candidate and the rank for which the candidate applied.
6. Supervise the Organizing Judge in preparing the testing areas:
 - a. The written examination area; and
 - b. The practical examination arena.
7. Supervise the Written Exam Proctoring Judge in administering and grading the written examination and recording of the results.
8. Review the candidates' applications with the Examining Committee and note the rank applied for, and any exceptional information that will be pertinent to a candidate's performance.
9. Administer the procedures of the practical examinations.
10. Supervise each of the judges in the performance of their duties.
11. Assist judges to calibrate their scores. Guideline: Judges' scores should be within .3 of each other, otherwise a rescore is called for. If any judge's score is consistently and unreasonably out of line, the Presiding judge may dismiss this judge and replace him/her with another judge if available.
12. Be responsible for maintaining courtesies for the Examining Committee members and for the candidates. These include providing clear and correct information as necessary, allowing breaks, etc.
13. Maintain confidentiality. Do not discuss a judge's score or a final score, and do not allow Scoring Judges or other judges to reveal confidential information.
14. The ranking examination process should not be transformed into a workshop or an opportunity for a private lesson. If a candidate requests information, a judge may give general feedback after the entire event is concluded.
15. Supervise the recording of scores and results onto the Candidates' Ranking Applications by the Recording Judge.
16. Complete the Presiding Judge's sections of the Candidates Ranking Applications: Test Results, Examining Committee Comments.
17. At the conclusion of the Ranking Event, review the process and results with the Examining Committee. Evaluate the work of each judge and the Examining Committee as a unit. Request their feedback for potential improvement to the system.
18. Evaluate his or her own part in the event.
19. Forward the candidates' applications and fees, and submit the standardized form "Summary of the Ranking Event and Report of the Examining Committee" to the Sponsor. A copy of these documents (applications and Summary/report) is placed in the Sponsor's permanent files. Written examination papers remain in the Sponsor's permanent files and are not copied or forwarded to the Association.

Scoring Judge

The Presiding Judge may serve as a Scoring Judge.

1. Represent the Sponsor and the IYFTCCA. The objective is to assist with the successful execution of the Ranking Event, to promote the Association's objectives, and to maintain its standards.
2. Prepare for the role of Scoring Judge. Review Association documents, standard protocols, rules, scoring methods, and evaluation forms and other paperwork. Have printed current versions of documents available for reference. Know which deductions the Scoring Judges make, how much, and when.
3. Scoring Judges may also perform other duties of Examining Committee Judges.
4. Assist with preparation and processes of the Ranking Event.
5. Review the candidates' applications and note the rank applied for, and any exceptional information that will be pertinent to a candidate's performance.
6. Follow the leadership of the Presiding Judge.
7. Behave in a professional manner and observe courtesies. Be on time. Speak, act, and dress appropriately to the seriousness of the event. Request permission of the Presiding Judge to leave the room.
8. Be courteous to the candidates. Be attentive. Exhibit appropriate body language, keeping a neutral expression. Look at the performer/s throughout the performance; do not look down at notes or away from the arena.
9. Do not converse with the candidates or coach them in any way after the exam begins.
10. Score according to your own observations and your own conscience. Your expertise is essential and your opinions should be respectfully stated. Be fair, and be kind, but maintain standards. If you are not in agreement with others on the Examining Committee, you may respectfully disagree but should make a sincere effort to bring your scores in line with the Presiding Judge's direction.
11. Results are confidential. Do not discuss your score or any other judge's score or any final score or test result.
12. The ranking examination process should not be transformed into a workshop or an opportunity for a private lesson. If a candidate requests information, a judge may give general feedback after the entire event is concluded. Be sensitive about choice of words and amount of details, especially for "no-pass" results. If evaluating another teacher's students, refer the student to their regular teachers for coaching.
13. At the conclusion of the Ranking Event, participate in the Presiding Judge's review of the process and results. Evaluate your own participation and the work of the Examining Committee as a unit. Provide feedback for potential improvement to the system.

Push Hands Partnering Judge

This function may be performed by a Scoring Judge and may be combined with other duties.

1. Review the list of push hands skills required at the level the candidate is testing.
2. Be attentive during the testing to the stated requests of the Presiding Judge for the specific skill to be performed.
3. Do not hinder. Respond and cooperate sufficiently to allow the candidate to execute the required skills.
4. Do not help. Do not perform the skill instead of the candidate, and do not assist a candidate who has difficulty.
5. Confer with the Presiding Judge to determine whether the candidate successfully executed each of the required skills and adhered to push hands principles.

Forms Examiner Judge

This function may be performed by a Scoring Judge and may be combined with other duties. It is recommended that there should be a Forms Judge assigned to each candidate performing, as it becomes extremely difficult to track everyone's progression if one or more persons begin to make mistakes.

1. Use a standard list for each routine, with all the movements listed singly, and a space to record whether the candidate performs the move, omits or repeats a move, or scrambles the order.
2. Place a mark beside each move in the list as the candidate goes through the routine.
3. Carefully note any deviations from the standard.
4. When requested by the Presiding Judge, report either a complete routine or the number of deviations.
5. Read aloud the sequence of moves for candidates who are entitled to prompting.

Organizing Judge

This function may be performed by a Scoring Judge and may be combined with other duties.

1. Serve as Facilities Manager to organize, set up, and maintain the physical areas for the Ranking Event.
 - a. Become familiar with the facility and its layout, equipment, furnishings, etc.
 - b. Select a quiet area for the written tests with appropriate spacing for privacy.
 - c. Establish a Staging Area for judges, with seating and drinking water. Maintain privacy for this area.
 - d. Establish a Staging Area for candidates, with a changing room, seating, and drinking water. Maintain privacy for this area.
 - e. Organize the entry and exit points to the arena.
 - f. Set up the performance arena with tables, chairs, papers, writing implements, tape markers, other materials as necessary.
 - g. Set up the Presiding Judge's station with standard scoring forms, worksheets, sharpened pencils, calculators, etc.
2. Serve as Equipment and Supplies Manager
 - a. Procure drinking water, paper, adequate lighting, appropriate writing surfaces, writing implements, and other supplies as required or requested.
 - b. Provide a First Aid Kit and a Uniform Repair Kit.
3. Assist the Presiding Judge as requested.
 - a. Stay in communication with the Presiding Judge at all times.
 - b. Convey messages to and from the Presiding Judge, judges, and candidates.
4. Serve as the Organizing Manager for the candidates' participation in the performance examinations.
 - a. Obtain a list of all candidates and their ranks. Prepare for roll call according to ranks or groups. Check candidates in, mark their presence or absence on the list.
 - b. Assist candidates with information for their performance: the order of performance, grouping of candidates, and assigned starting points in the arena. Demonstrate the palm-and-fist salutation and the entry into the ring and stop-start positions if they are inexperienced. Get candidates ready to enter the arena: Inspect them for jewelry, correct attire, uniform buttoned. Collect jewelry in a secure place and return it to owners after their performance. Eyeglasses are okay to wear during performance. Remind them about safety procedures for weapons. Line up candidates in order of performance. Smile at them and wish them a good performance.

- c. Monitor the progress of the testing. Compare the schedule and the current status periodically and report to candidates who are waiting. Announce the next candidate/s and give them about five minutes advance notice.
- d. Keep the door closed and maintain quiet in the staging area, especially as candidates come in from their performance while others are still performing.
- e. Be attentive during performance examinations. Be aware of the conclusion of a group, and be alert particularly to any that terminate earlier than anticipated.

Written Test Proctoring Judge

This function may be performed by a Scoring Judge and may be combined with other duties.

1. Prepare sufficient copies of the written exam at each level to be examined. Written tests remain secured until the candidates are in place for this portion of the examination.
2. Inspect to see that all test units are complete and correctly assembled, and no errors were made in copying the papers.
3. Obtain a standardized Answer Key for each set of papers, in order to increase efficiency and to assure uniformity in evaluating responses. Answer Keys remain secured throughout the event.
4. Distribute to each candidate the appropriate written test at the appointed time for each level.
5. Proctor students during exam. Candidates should be seated at a comfortable distance from each other. Candidates are expected to remain in the testing room until they have completed and turned in the test papers.
6. Do not assist candidates with any portion of the examination. If assistance of any kind is necessary, the Presiding Judge may respond.
7. Receive completed exams as candidates are ready to return them. Be sure candidates have seen all questions and have put their name on the exam paper. Candidates are allowed to leave the room after they have turned in their papers.
8. Grade exams according to the key. Two proctors mark each exam to double check the accuracy of the grading. Each makes a distinctive mark beside every answer, either correct or incorrect. Both sign or initial the test. Record the final score beneath student's name.

Recording Judge

This function may be performed by a Scoring Judge and may be combined with other duties.

1. Write legibly and neatly.
2. Assist the Presiding Judge as requested in recording information during the Ranking Event, including temporary information, scores, deductions, notes, etc., and final information.
3. Record the names and ranks of all judges on each candidate's application form.
4. Record the final scores for each performance of the candidate on the application form.
5. Record the score of the written exam on the candidate's application form.

Judges-In-Training

1. Inexperienced judges may "second-seat" with experienced ones during a Ranking Event.
2. Judges-In-Training observe and participate in all activities of the Ranking Event, including scoring, but their scores are not used.
3. Fully qualified judges are allowed to mentor Judges-in-Training before and after the Ranking Event.

FACILITIES AND EQUIPMENT

Facilities

Facilities should be selected for appropriate amenities, including those listed below.

1. Adequate lighting and temperature controls.
2. Arena of a size adequate for performing the required routines comfortably. If more than one candidate is to be examined simultaneously, the arena should accommodate both performers with no danger of interference among candidates while they are performing.
3. An area with seating and writing surfaces for the written examination.
4. Comfort facilities including restrooms, dressing rooms, and water supply.
5. A staging area for the Examining Committee and for candidates.

Equipment

Equipment includes sufficient items for each member of the Examining Committee and for candidates during each component of the examination. Candidates are responsible for providing their own weapons.

1. Seating
2. Writing surfaces
3. Scoring mechanisms

Supplies

Supplies include sufficient materials and items for members of the Examining Committee and for candidates during each component of the examination.

See page 54 in Chapter Five-Supplements, Supplement 5-Facility and Equipment Checklist.



CHAPTER FIVE SUPPLEMENTS

SUPPLEMENT 1: GRANDFATHER RULES AND GRANDFATHER RULES CLARIFICATIONS

1. Grandfather Rules, 1999

*The Method of Evaluation for the First Yang Style Tai Chi Chuan Rankings
September 27, 1999 (grandpa rules)*

In order to implement the main spirit of the Yang Style Tai Chi Chuan Ranking System in accordance with its requirements, and for the future development of the evaluation process, the International Association has decided to have a one-time assignment of ranks to individuals who have practiced and contributed to Yang Style Tai Chi Chuan for many years and would be of rank Level 3 or higher. The regulations are as follows:

A. Conditions for Application

1. All who abide by the morals inherent in practicing martial arts and have been engaged in systematic practice of Yang Style Tai Chi Chuan for 5 or more years may apply for the rank of Level 3.
2. All who emphasize the development of the morals inherent in practicing martial arts, have systemically grasped Yang Style Tai Chi's hand, sword and saber forms, and fixed step push hands, and have been engaged in the teaching of Yang Style Tai Chi Chuan for 10 or more years may apply for the rank of Level 4.
3. All who emphasize the development of the morals inherent in practicing martial arts, have systemically grasped Yang Style Tai Chi's hand, sword and saber forms, fixed and moving step push hands, and have been engaged in the teaching of Yang Style Tai Chi Chuan for 15 or more years may apply for the rank of Level 5.
4. All who emphasize the development of the morals inherent in practicing martial arts, have systemically grasped Yang Style Tai Chi's hand, saber and saber forms, fixed and moving step push hands, and have been engaged in the teaching of Yang Style Tai Chi Chuan for 20 or more years may apply for the rank of Level 6.
5. All who represent lofty morals inherent in practicing martial arts, have been engaged in the teaching of Yang Style Tai Chi Chuan for 30 or more years, systemically grasped Yang Style Tai Chi Chuan, conform to its standards, have comprehensive skills, and have a certain level of achievement in the research of martial art theory, only then may apply for the rank of Level 7.
6. All who represent lofty morals inherent in practicing martial arts, have been engaged in the teaching of Yang Style Tai Chi Chuan for 35 or more years, systemically grasped Yang Style Tai Chi Chuan, conform to its standards, have comprehensive skills, have a certain level of achievement in the research of martial art theory, and have provided significant service to the development of Yang Style Tai Chi Chuan, only then may apply for the rank of Level 8.
7. At this time applying for the rank of Level 9 is not permitted.
8. All who are assigned their appropriate rank and wish to be promoted to the next level, must do so according to the requirements set forth in the Yang Style Tai Chi Chuan Ranking System.

B. Method of Evaluation

1. Every Yang Chengfu Tai Chi Chuan Center is responsible for selecting main practitioners who qualify with the requirements for Level 3 and above, verifying that the practitioner's application materials are true, and submitting the application to the International Association for evaluation. (every Yang Chengfu Tai Chi Chuan Center limit application 3 people)
2. The International Association will organize the Ranking Committee, which will be responsible for evaluating practitioners who apply for level 3, level 4 level 5, level 6, level 7, and level 8, and submitting qualified applications to the Board of Directors for approval. Practitioners will then be given their appropriate rank.

C. Application and Timing

1. All applicants need to complete the "Application Form for Yang Style Tai Chi Chuan Ranking" and pay the required application fee.
2. The evaluation process will begin in March, 2000.

D. The International Association retains the right to interpret the above articles.

2. Grandfather Rules 2, Clarifications, 2006

Dear Directors and Examining Committee (Advisory Board) Members,

Recently there has been some misunderstanding about the “grandfather rules” for the ranking system. Here are some answers and suggestions to be announced to everyone. I hope this will resolve the misunderstanding and help solve some problems.

1. The Limits of the “Grandfather Rules”

The grandfather rules are only applicable to the Center Directors and the Center assistants. The purpose of using this rule is to launch the ranking system as we are at the very beginning of this work, and the Center Judging Committees haven't been formed yet. Because of this, we have clearly made a rule that each Center is only allowed to submit three assistants to the Association to be ranked by the grandfather rules (this does not include the Director). Only in special circumstances will the Association give approval to a center for four assistants to be ranked by the grandfather rule. But in the future, anyone who wants to be ranked, including the judges, has to pass the ranking examination.

2. Principles of the Ranking Process

Each center should promote the ranking process in a positive manner. Members should take part in the ranking process on a voluntary basis. Anyone who disagrees with the ranking result has his or her right to appeal to the Association. This appeal has to be put in writing and mailed to the Association after the final ranking result is made by the Judging (Examining) Committee. Everyone needs to comply with this process. The entire Judging Committee and not just one person determine the outcome of the evaluation. Our behavior should follow wushu moral principles. Judging Committee members should not communicate privately with other judges or members about the evaluation for any one individual ranking as this can negatively affect relationships among people.

3. Proper Judging (Examining) Committee Behavior

Judges should respect each other's work and exhibit unity. Each Judging (Examining) Committee should do its jobs carefully and fairly. Evaluations should be completed independently without influence from the outside. The teacher's Appraisal is an important and necessary element for Judging (Examining) Committee Members to consider when giving ranks to people they have never met before.

4. Evaluation Hiatus

Each committee should stop doing evaluations at this time. The association will soon announce the list of those who are qualified for the grandfather rule ranking. Outside of these people, all others will need to pass the examination in their centers. The centers will then report the testing results to the association so that they can be given their final rank.

Thank you.

Yang Jun

President

Original document written in 2006.

Revisions January 2012 identified in parentheses

SUPPLEMENT 2: ILLUSTRATIONS FOR RANKING PROTOCOLS AND REQUIREMENTS

1. Martial Salutations

The “palm and fist” salute is generally used by martial artists to greet each other as a sign of respect.

Salute with bare hands: palm and fist salute

The individual stands upright, with feet together. The right hand forms a fist. The left palm is open, with four fingers together and the thumb separated and slightly bent. The first sections of fingers of both hands touch each other. Both forearms turn slightly inward, so the centers of both palms are facing downward and frontward. The two arms bend naturally at the elbows, which are a bit lower than the shoulder level; the two hands, when joined together, are level with the chest.



Salute with saber or straight sword

The individual stands upright, with feet together. The weapon is held in the left hand in a standard grip, with the blade either inside or outside the arm, and parallel to the forearm, and is brought to the center of the chest. The right hand is an open palm, with four fingers together and the thumb separated and slightly bent. The right hand is brought to touch the weapon or the back of the right hand. The two arms bend naturally at the elbows.



Salute with staff or spear

The individual stands upright, with feet together. The weapon is held in the center of the body, perpendicular to the floor, with one hand, palm inward. The other hand is an open palm, with four fingers together and the thumb separated and slightly bent. The edge of the open palm touches the weapon or the fingers of the hand gripping the weapon.



2. Specifications for Weapons

Size and Safety

Weapons must meet specifications of size and safety.

Sword

Sword must be metal and of sound construction and long enough that the tip of the sword when held in ready position reaches at least the top of the ear. A tassel is required for the sword.

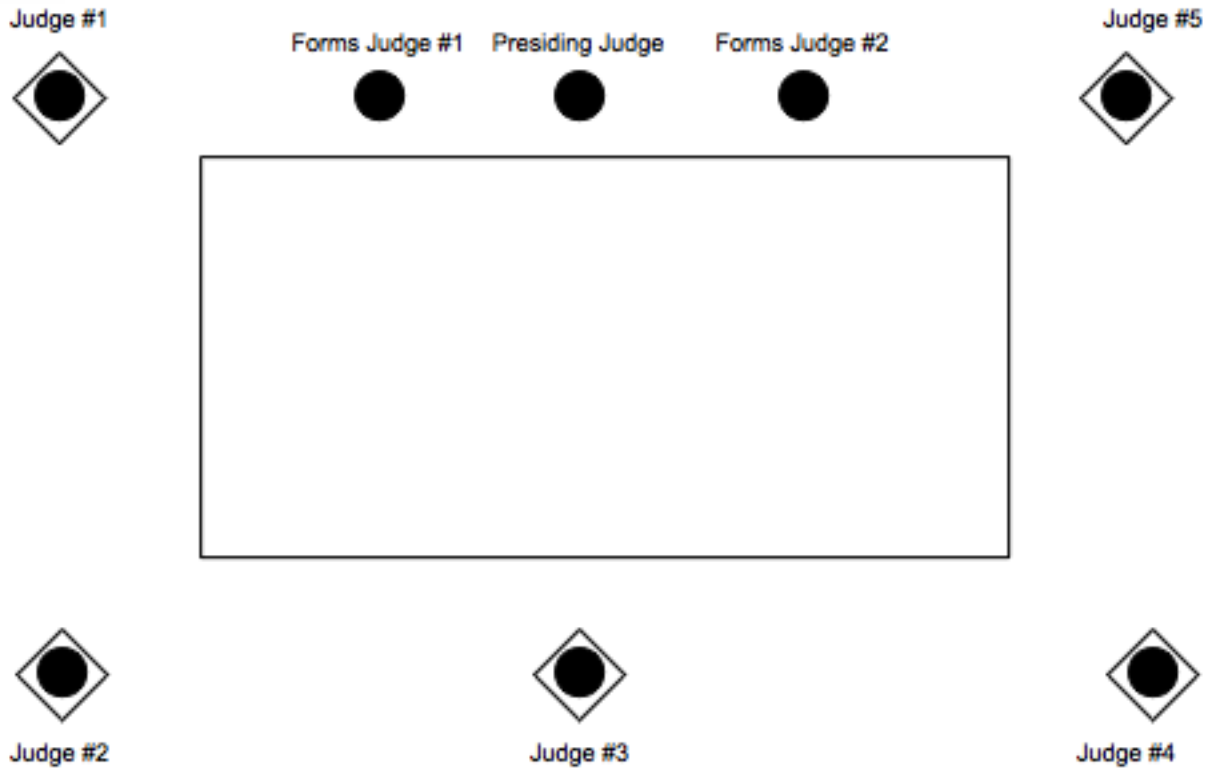
Saber

Saber must be metal and of sound construction and long enough that the tip of the saber when held in ready position reaches at least the bottom of the ear. A flag is required for the saber.

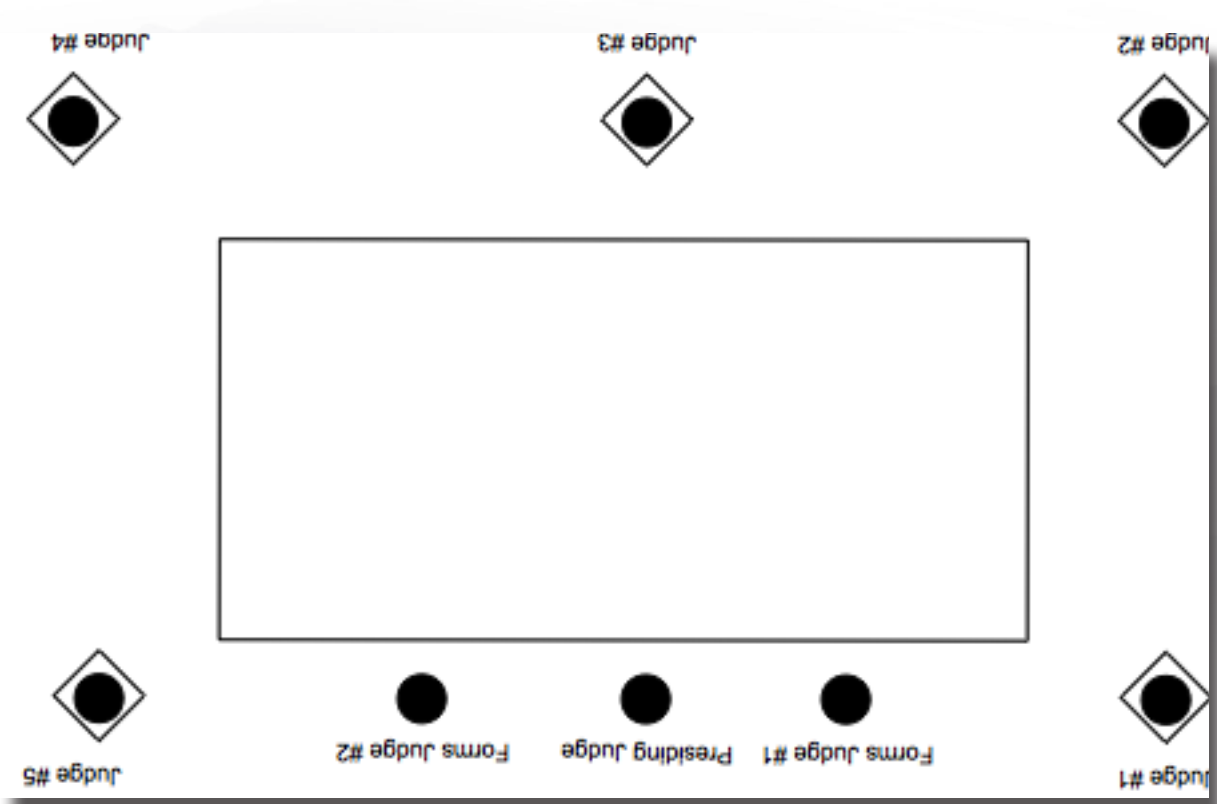
Examining the Apparatus

When an official asks to examine the apparatus, the candidate produces the apparatus by holding it upright with its sharp point down, if it is a short one; or with its sharp end up, if it is a long one.

3. Floor Plan of the Examination Area



If there are two Arenas, the Presiding Judges face each other.



SUPPLEMENT 3: STANDARDIZED FORMS FOR RANKING EVENTS

1. Application to Sponsor a Ranking Event (two pages)
 - a. This form may be obtained from the Downloads area of the Association's website.
 - b. The Application is one page. One page of Instructions for filling out the Application Form.
2. Application for Ranking, Candidate's Application Form (Instruction page plus two pages)
 - a. This Application form may be obtained from the Association website.
 - b. The Application is two pages. Additionally, there is one page of Information and Instructions for filling out the Application Form.
3. Sponsor's Report to Association: Summary of the Ranking Event and Report from the Examining Committee (to be created)
4. Association's Report to Candidate (to be created -Letter to Successful Candidate -Letter to Unsuccessful Candidate)
5. Documents for Ranking Event

SUPPLEMENT 4. EXAMINING COMMITTEE WORKSHEETS (GUIDE PLUS 10 WORKSHEETS)

Guide

1. Scoring Judge's Worksheets (3): Hand Form, Sword, Saber
2. Presiding Judge's Worksheet (1): Master Scoresheet
3. Presiding Judge's Worksheet (3): Push Hands Skills Checklist, Ranks 4, 5, 6
4. Forms Judge's Worksheets (3): Lists for Hand Form, Sword, Saber

Guide to Examining Committee Worksheets

1. Scoring Judge's Worksheets (3): Hand Form, Saber, Sword

- 3 Worksheets: Hand Form, Saber Form, Sword Form
- One for each candidate and each routine
- Used by each individual judge to note deductions as he/she observes the candidate during performance and calculates a score.
- Make notes as to the reason for each deduction and the amount of the deduction. Subtract deductions to arrive at your individual Judge's Score for the candidate. This score is reported to the Presiding Judge. You are not required to turn in your score sheet; it is for your convenience during the examining process.
- Use one Scoring Judge's Score Sheet for each performance by each candidate.
- Refer to the topic "Scoring Methods and Standards for Use by the Examining Committee."
- When the Presiding Judge reports the candidate's Final Score (the average of the judges' scores less any deductions by the Presiding Judge), you record the "Final Score" on your Worksheet. This "Final Score" (not your own "score") becomes your reference point for all subsequent scores for the individual and for the group. It is important to track these Final Scores in order for the judging panel to operate with appropriate consistency.

2. Presiding Judge's Worksheet: Master ScoreSheet (1): record of each Judges' individual score, calculation of average score, deductions, and final score

- 1 worksheet
- Used to record information about the Examining Committee's judging panel and to calculate the score for each candidate in each division of the examination.
- Fill in the information about the panel and the divisions; mark the division being recorded.
- Record the Candidate's names in the numbered spaces.
- Record the scores from each judge. Drop the highest score and the lowest score; average the remaining scores.
- Record deductions reported by the Forms Examiner Judge.
- Make any further deductions according to the document "Scoring Methods and Standards for Use by the Examining Committee."
- Report the Final Score to the judging panel.

3. Presiding Judge's Worksheet (3): Push Hands Skills Checklist, Ranks 4, 5, 6

- 3 worksheets
- Used by the Presiding Judge to record each candidate's performance of each required push hands skill.
- Mark the checklist as each skill is observed during the examination.
- Consult with the Partnering Judge for confirmation of observations.
- Mark the checklist for the quality of the push hands skills.
- Consult with the Partnering Judge for confirmation about the quality of the push hands skills.

4. Forms Judge's Worksheets (3): Lists for Hand Form, Saber, Sword

- 3 worksheets: Lists of Moves in each form for Hand Form, Saber, Sword
- Used to record the candidate's performance of each move as to proper sequence and proper direction throughout each routine.
- Make a mark beside each move of the routine for each candidate. Two persons performing simultaneously may be recorded on the same sheet in different columns.
- Note all omissions, additions, variation of direction, and incorrect opening/closing moves.
- Report any variances to the Presiding Judge, who makes the appropriate deductions.

Scoring Judge's Worksheet: Hand Form

Candidate's Name _____

<p>QUALITY OF MOVEMENTS, Maximum 6 points Hand shape, stance, step, torso position, torso movement, kick, and maintaining of balance (deduction for faults: 0.05 slight; 0.1 significant; 0.2 serious) (total deductions for multiple occurrences of the same mistake not to exceed 0.3 points)</p> <p style="text-align: right;">DEDUCTION</p> <div style="border: 1px solid black; width: 60px; height: 30px; margin-left: auto;"></div>	POINTS AWARDED
<p>APPLICATION AND COORDINATION, Maximum 2 points Tai chi energies and energy points, continuously with connected hand, eye and body movements and footwork (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION</p> <div style="border: 1px solid black; width: 60px; height: 30px; margin-left: auto;"></div>	
<p>SPIRIT, CONCENTRATION, SPEED, AND STYLE, Maximum 2 points Natural expression, effective concentration, appropriate speed, and manifested style (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION</p> <div style="border: 1px solid black; width: 60px; height: 30px; margin-left: auto;"></div>	
<p>JUDGE'S SCORE</p>	
<p>CANDIDATE'S FINAL SCORE</p>	

Scoring Judge's Worksheet: Sword Form

Candidate's Name _____

<p>QUALITY OF MOVEMENTS, Maximum 6 points</p> <p>Hand shape, sword technique, stance, step, kick, torso position, torso movement, jump, and maintaining of balance (deduction for faults: 0.05 slight; 0.1 significant; 0.2 serious) (total deductions for multiple occurrences of the same mistake not to exceed 0.3 points)</p> <p style="text-align: right;">DEDUCTION <input type="text"/></p>	POINTS AWARDED
<p>APPLICATION AND COORDINATION, Maximum 2 points</p> <p>Tai chi energies and energy points, continuously with connected hand, eye and body movements and footwork (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION <input type="text"/></p>	
<p>SPIRIT, CONCENTRATION, SPEED, AND STYLE, Maximum 2 points</p> <p>Natural expression, effective concentration, appropriate speed, and manifested style (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION <input type="text"/></p>	
<p>JUDGE'S SCORE</p>	
<p>CANDIDATE'S FINAL SCORE</p>	

Scoring Judge's Worksheet: Saber Form

Candidate's Name _____

<p>QUALITY OF MOVEMENTS, Maximum 6 points Hand shape, saber technique, stance, step, kick, torso position, torso movement, jump, and maintaining of balance (deduction for faults: 0.05 slight; 0.1 significant; 0.2 serious) (total deductions for multiple occurrences of the same mistake not to exceed 0.3 points)</p> <p style="text-align: right;">DEDUCTION <input style="width: 50px; height: 20px;" type="text"/></p>	POINTS AWARDED
<p>APPLICATION AND COORDINATION, Maximum 2 points Tai chi energies and energy points, continuously with connected hand, eye and body movements and footwork (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION <input style="width: 50px; height: 20px;" type="text"/></p>	
<p>SPIRIT, CONCENTRATION, SPEED, AND STYLE, Maximum 2 points Natural expression, effective concentration, appropriate speed, and manifested style (deduction for faults: 0.1 - 0.5 slight; 0.6 - 1.0 significant; 1.1 - 2.0 serious)</p> <p style="text-align: right;">DEDUCTION <input style="width: 50px; height: 20px;" type="text"/></p>	
<p>JUDGE'S SCORE</p>	
<p>CANDIDATE'S FINAL SCORE</p>	

Presiding Judge's Worksheet: Master Scoresheet

Date _____ Center or Sponsoring Unit _____ Presiding Judge _____ Judge 1 _____ Judge 2 _____ Judge 3 _____ Judge 4 _____ Judge 5 _____ Forms Examining Judge _____	RANKING EXAMINATION DIVISION: 103-FORM ___ SWORD FORM ___ SABER FORM ___
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<i>Candidate Name/Level Testing</i>	#1	#2	#3	#4	#5	Average Score of Judges	Deduction by Forms Examiner	Deduction by Presiding Judge	Final Score
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

PRESIDING JUDGE'S WORKSHEET: Push Hands Skills Checklist, Rank 4

Name of Candidate _____ Ranking Level _____ Pass _____ No Pass _____

Name of Presiding Judge _____ Name of Partnering Judge _____

Rank Four: Three Basic Circles and Transitions

Rank 4: Three Basic Circles and Transitions <u>Single Hand Circles</u>	All Ranks																																																																														
<table border="0"> <tr> <td><i>Pass</i></td> <td><i>No Pass</i></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Preparation position</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Horizontal Single Hand Circle</td> </tr> </table>	<i>Pass</i>	<i>No Pass</i>		<input type="checkbox"/>	<input type="checkbox"/>	Preparation position	<input type="checkbox"/>	<input type="checkbox"/>	Horizontal Single Hand Circle	<p style="text-align: center;"><u>Principles of Push Hands</u></p> <table border="0"> <tr> <td><i>Pass</i></td> <td><i>No Pass</i></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Stick</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Adhere</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Connect</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Follow</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Don't separate/Don't resist</td> </tr> </table>	<i>Pass</i>	<i>No Pass</i>		<input type="checkbox"/>	<input type="checkbox"/>	Stick	<input type="checkbox"/>	<input type="checkbox"/>	Adhere	<input type="checkbox"/>	<input type="checkbox"/>	Connect	<input type="checkbox"/>	<input type="checkbox"/>	Follow	<input type="checkbox"/>	<input type="checkbox"/>	Don't separate/Don't resist																																																			
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<input type="checkbox"/>	<input type="checkbox"/>	Connect																																																																													
<input type="checkbox"/>	<input type="checkbox"/>	Follow																																																																													
<input type="checkbox"/>	<input type="checkbox"/>	Don't separate/Don't resist																																																																													
<p style="text-align: center;"><u>Double Hand Circles: Vertical and Figure Eight</u></p> <table border="0"> <tr> <td><i>Pass</i></td> <td><i>No Pass</i></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Transition to Vertical Double Hand Circle</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Vertical Circle Double Hand (clockwise or counterclockwise)</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Change of direction at top</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Vertical Circle Double Hand, other direction</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Change of direction, S curve</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Transition from Vertical to Horizontal DH from Rollback</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Transition from Vertical to Horizontal DH from Press</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Transition from Vertical to Figure Eight DH Circle</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Figure Eight Double Hand Circle</td> </tr> </table>	<i>Pass</i>	<i>No Pass</i>		<input type="checkbox"/>	<input type="checkbox"/>	Transition to Vertical Double Hand Circle	<input type="checkbox"/>	<input type="checkbox"/>	Vertical Circle Double Hand (clockwise or counterclockwise)	<input type="checkbox"/>	<input type="checkbox"/>	Change of direction at top	<input type="checkbox"/>	<input type="checkbox"/>	Vertical Circle Double Hand, other direction	<input type="checkbox"/>	<input type="checkbox"/>	Change of direction, S curve	<input type="checkbox"/>	<input type="checkbox"/>	Transition from Vertical to Horizontal DH from Rollback	<input type="checkbox"/>	<input type="checkbox"/>	Transition from Vertical to Horizontal DH from Press	<input type="checkbox"/>	<input type="checkbox"/>	Transition from Vertical to Figure Eight DH Circle	<input type="checkbox"/>	<input type="checkbox"/>	Figure Eight Double Hand Circle	<p style="text-align: center;"><u>Quality of Skills: Principles in Action</u></p> <table border="0"> <tr> <td><i>Pass</i></td> <td><i>No Pass</i></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Stance</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Weight shift</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Matching weight shift with hand circle</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Body rotation</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Body angle</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Palm rotation</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Not hooking</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Sticking to the wrist</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Techniques without sliding</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Techniques without stiffness</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Even pressure</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Chest sunk</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Armpits open</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Shoulders not up</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Covering wrist and elbow</td> </tr> </table>	<i>Pass</i>	<i>No Pass</i>		<input type="checkbox"/>	<input type="checkbox"/>	Stance	<input type="checkbox"/>	<input type="checkbox"/>	Weight shift	<input type="checkbox"/>	<input type="checkbox"/>	Matching weight shift with hand circle	<input type="checkbox"/>	<input type="checkbox"/>	Body rotation	<input type="checkbox"/>	<input type="checkbox"/>	Body angle	<input type="checkbox"/>	<input type="checkbox"/>	Palm rotation	<input type="checkbox"/>	<input type="checkbox"/>	Not hooking	<input type="checkbox"/>	<input type="checkbox"/>	Sticking to the wrist	<input type="checkbox"/>	<input type="checkbox"/>	Techniques without sliding	<input type="checkbox"/>	<input type="checkbox"/>	Techniques without stiffness	<input type="checkbox"/>	<input type="checkbox"/>	Even pressure	<input type="checkbox"/>	<input type="checkbox"/>	Chest sunk	<input type="checkbox"/>	<input type="checkbox"/>	Armpits open	<input type="checkbox"/>	<input type="checkbox"/>	Shoulders not up	<input type="checkbox"/>	<input type="checkbox"/>	Covering wrist and elbow
<i>Pass</i>	<i>No Pass</i>																																																																														
<input type="checkbox"/>	<input type="checkbox"/>	Transition to Vertical Double Hand Circle																																																																													
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<input type="checkbox"/>	<input type="checkbox"/>	Shoulders not up																																																																													
<input type="checkbox"/>	<input type="checkbox"/>	Covering wrist and elbow																																																																													
Rank 4: Must pass all requirements	Rank 4: Must pass at least nine of the Quality of Skills																																																																														

Presiding Judge: check box Pass or No Pass as candidate performs each skill. Presiding Judge may confer with Partnering Judge for assistance in assessments.

Notes:

- Each candidate must perform all the Push Hands skills required for the level for which the candidate applied.
- Candidates are partnered with a Judge from the Examining Committee for the Push Hands Examination. The Presiding Judge ensures that the candidate has an appropriately skilled partner who cooperates sufficiently to allow the candidate to execute the required skill. The Push Hands Partnering Judge neither assists nor hinders the candidate's performance.
- The Presiding Judge conducts the examination by stating the required Push Hands skill and the candidate responds by executing the skill. The test is concluded when all required skills have been tested or when the candidate is unable to continue.
- The Presiding Judge may confer with the Push Hands Partnering Judge in determining whether the candidate successfully executed each of the required skills.
- No minimum or maximum time limit is set for this portion of the examination.
- If a candidate does not pass the Push Hands examination, there are no provisions for re-taking this component of the ranking test at the current event.

Presiding Judge's Worksheet: Push Hands Skills Checklist, Rank 5

Name of Candidate _____ Ranking Level _____ Pass _____ No Pass _____

Name of Presiding Judge _____ Name of Partnering Judge _____

Rank Five: Fixed Step, All Circles and Transitions, Horizontal Four Energies, Eight Energies Applications

Rank 5: Fixed Step, All Circles, Applications for Eight Energies		All Ranks	
<p><u>Single Hand Circles</u></p> <p>Pass No Pass</p> <p><input type="checkbox"/> <input type="checkbox"/> Preparation position</p> <p><input type="checkbox"/> <input type="checkbox"/> Horizontal Single Hand Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Vertical Single Hand</p> <p><input type="checkbox"/> <input type="checkbox"/> Vertical Single Hand Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Change direction Vertical Single Hand</p> <p><input type="checkbox"/> <input type="checkbox"/> Other direction Vertical Single Hand Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Single Hand Figure Eight</p> <p><input type="checkbox"/> <input type="checkbox"/> Single Hand Figure Eight</p> <p><input type="checkbox"/> <input type="checkbox"/> Double Hand Circles, Cross</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Vertical Double Hand</p> <p><input type="checkbox"/> <input type="checkbox"/> Vertical Double Hand Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Change of direction at top</p> <p><input type="checkbox"/> <input type="checkbox"/> Vertical Double Hand Circle, other direction</p> <p><input type="checkbox"/> <input type="checkbox"/> Change of direction using s-curve</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition from Vertical to Horizontal DH from Press</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition from Vertical to Horizontal DH from Rollback</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to from Vertical to DH Figure Eight</p> <p><input type="checkbox"/> <input type="checkbox"/> Double Hand Figure Eight</p>		<p><u>Principles of Push Hands</u></p> <p>Pass No Pass</p> <p><input type="checkbox"/> <input type="checkbox"/> Stick</p> <p><input type="checkbox"/> <input type="checkbox"/> Adhere</p> <p><input type="checkbox"/> <input type="checkbox"/> Connect</p> <p><input type="checkbox"/> <input type="checkbox"/> Follow</p> <p><input type="checkbox"/> <input type="checkbox"/> Don't separate/Don't resist</p>	
<p><u>Double Hand Circles, Open</u></p> <p>Pass No Pass</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Open Arms Inward Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Change direction to Open Arms Outward Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Change direction back to Open Arms Inward</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition from wrists to elbows</p> <p><input type="checkbox"/> <input type="checkbox"/> Change direction on elbows</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition from elbows to wrists</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Vertical Double Hand Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to separate hands alternating inward (Brush Knee)</p> <p><input type="checkbox"/> <input type="checkbox"/> Change direction to alternating outward (Cloud Hands)</p> <p><input type="checkbox"/> <input type="checkbox"/> Transition to Vertical Double Hand Circle</p>		<p><u>Quality of Skills: Principles in Action</u></p> <p>Pass No Pass</p> <p><input type="checkbox"/> <input type="checkbox"/> Stance</p> <p><input type="checkbox"/> <input type="checkbox"/> Weight shift</p> <p><input type="checkbox"/> <input type="checkbox"/> Matching weight shift with hand circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Body rotation</p> <p><input type="checkbox"/> <input type="checkbox"/> Body angle</p> <p><input type="checkbox"/> <input type="checkbox"/> Palm rotation</p> <p><input type="checkbox"/> <input type="checkbox"/> Not hooking</p> <p><input type="checkbox"/> <input type="checkbox"/> Sticking to the wrist</p> <p><input type="checkbox"/> <input type="checkbox"/> Techniques without sliding</p> <p><input type="checkbox"/> <input type="checkbox"/> Techniques without stiffness</p> <p><input type="checkbox"/> <input type="checkbox"/> Even pressure</p> <p><input type="checkbox"/> <input type="checkbox"/> Chest sunk</p> <p><input type="checkbox"/> <input type="checkbox"/> Armpits open</p> <p><input type="checkbox"/> <input type="checkbox"/> Shoulders not up</p> <p><input type="checkbox"/> <input type="checkbox"/> Covering wrist and elbow</p>	
<p><u>Horizontal Four Energies Circle</u></p> <p><input type="checkbox"/> <input type="checkbox"/> Transition from Vertical to Horizontal Four Energies</p> <p><input type="checkbox"/> <input type="checkbox"/> Horizontal Four Energies Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Change Direction Horizontal Four Energies Circle</p> <p><input type="checkbox"/> <input type="checkbox"/> Other direction Horizontal Four Energies Circle</p>		<p>Rank 5: Must pass at least eleven of the Quality of Skills</p>	
<p><u>Eight Energies/Applications</u></p> <p>Pass No Pass</p> <p><input type="checkbox"/> <input type="checkbox"/> Ward Off</p> <p><input type="checkbox"/> <input type="checkbox"/> Roll Back</p> <p><input type="checkbox"/> <input type="checkbox"/> Press</p> <p><input type="checkbox"/> <input type="checkbox"/> Push</p> <p><input type="checkbox"/> <input type="checkbox"/> Pull/Pluck</p> <p><input type="checkbox"/> <input type="checkbox"/> Split</p> <p><input type="checkbox"/> <input type="checkbox"/> Elbow</p> <p><input type="checkbox"/> <input type="checkbox"/> Shoulder</p>			
<p>Rank 5: Must pass all requirements</p>			

Presiding Judge: check box Pass or No Pass as candidate performs each skill. Presiding Judge may confer with Partnering Judge for assistance in assessments.

Notes:

- a. Each candidate must perform all the Push Hands skills required for the level for which the candidate applied.
- b. Candidates are partnered with a Judge from the Examining Committee for the Push Hands Examination. The Presiding Judge ensures that the candidate has an appropriately skilled partner who cooperates sufficiently to allow the candidate to execute the required skill. The Push Hands Partnering Judge neither assists nor hinders the candidate's performance.
- c. The Presiding Judge conducts the examination by stating the required Push Hands skill and the candidate responds by executing the skill. The test is concluded when all required skills have been tested or when the candidate is unable to continue.
- d. The Presiding Judge may confer with the Push Hands Partnering Judge in determining whether the candidate successfully executed each of the required skills.
- e. No minimum or maximum time limit is set for this portion of the examination.
- f. If a candidate does not pass the Push Hands examination, there are no provisions for re-taking this component of the ranking test the current event.

Presiding Judge's Worksheet: Push Hands Skills Checklist, Rank 6

Name of Candidate _____ Ranking Level _____ Pass _____ No Pass _____

Name of Presiding Judge _____ Name of Partnering Judge _____

Rank Six: Fixed Step, All Circles, Horizontal Four Energies, Eight Energies Applications, Two Counters for Eight Energies
Moving Step Two Patterns with Basic Circles

Rank 6: Fixed Step, All Circles,

Applications for Eight Energies

Single Hand Circles

Pass No Pass

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Preparation position |
| <input type="checkbox"/> | <input type="checkbox"/> | Horizontal Single Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to Vertical Single Hand |
| <input type="checkbox"/> | <input type="checkbox"/> | Vertical Single Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Change direction Vertical Single Hand |
| <input type="checkbox"/> | <input type="checkbox"/> | Other direction Vertical Single Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to Single Hand Figure Eight |
| <input type="checkbox"/> | <input type="checkbox"/> | Single Hand Figure Eight |

Double Hand Circles, Cross

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | transition to Vertical Double Hand |
| <input type="checkbox"/> | <input type="checkbox"/> | Vertical Double Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | change of direction at top |
| <input type="checkbox"/> | <input type="checkbox"/> | Vertical Double Hand Circle, other direction |
| <input type="checkbox"/> | <input type="checkbox"/> | change of direction using s-curve |
| <input type="checkbox"/> | <input type="checkbox"/> | transition from Vertical to Horizontal DH from Press |
| <input type="checkbox"/> | <input type="checkbox"/> | transition from Vertical to Horizontal DH from Rollback |
| <input type="checkbox"/> | <input type="checkbox"/> | transition to from Vertical to DH Figure Eight |
| <input type="checkbox"/> | <input type="checkbox"/> | Double Hand Figure Eight |

Double Hand Circles, Open

Pass No Pass

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to Open Arms Inward Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Change direction to Open Arms Outward Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Change direction back to Open Arms Inward |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition from wrists to elbows |
| <input type="checkbox"/> | <input type="checkbox"/> | Change direction on elbows |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition from elbows to wrists |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to Vertical Double Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to separate hands alternating inward (Brush Knee) |
| <input type="checkbox"/> | <input type="checkbox"/> | Change direction to alternating outward (Cloud Hands) |
| <input type="checkbox"/> | <input type="checkbox"/> | Transition to Vertical Double Hand Circle |

Horizontal Four Energies Circle

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Transition from Vertical to Horizontal Four Energies |
| <input type="checkbox"/> | <input type="checkbox"/> | Horizontal Four Energies Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Change Direction Horizontal Four Energies Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Other direction Horizontal Four Energies Circle |

Eight Energies/Applications

Pass No Pass

- | | | |
|--------------------------|--------------------------|------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Ward Off |
| <input type="checkbox"/> | <input type="checkbox"/> | Roll Back |
| <input type="checkbox"/> | <input type="checkbox"/> | Press |
| <input type="checkbox"/> | <input type="checkbox"/> | Push |
| <input type="checkbox"/> | <input type="checkbox"/> | Pull/Pluck |
| <input type="checkbox"/> | <input type="checkbox"/> | Split |
| <input type="checkbox"/> | <input type="checkbox"/> | Elbow |
| <input type="checkbox"/> | <input type="checkbox"/> | Shoulder |

Rank 6: Must pass all requirements

Counters to Eight Energies/Applications

Pass No Pass

- | | | | Counter 1 | Counter 2 |
|--------------------------|--------------------------|------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Ward Off | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Roll Back | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Press Push | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Pull/Pluck | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Split | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Elbow | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Shoulder | <input type="checkbox"/> | <input type="checkbox"/> |

Moving Step Push Hands Skills

Pass No Pass

- | | | |
|--------------------------|--------------------------|-------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Straight Step Pattern |
| with | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Horizontal Single Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Vertical Double Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Double Hand Figure Eight |
| | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Cross Step Pattern |
| with | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Horizontal Single Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Vertical Double Hand Circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Double Hand Figure Eight |

All Ranks

Principles of Push Hands

Pass No Pass

- | | | |
|--------------------------|--------------------------|-----------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Stick |
| <input type="checkbox"/> | <input type="checkbox"/> | Adhere |
| <input type="checkbox"/> | <input type="checkbox"/> | Connect |
| <input type="checkbox"/> | <input type="checkbox"/> | Follow |
| <input type="checkbox"/> | <input type="checkbox"/> | Don't separate/Don't resist |

Quality of Skills: Principles in Action

Pass No Pass

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Stance |
| <input type="checkbox"/> | <input type="checkbox"/> | Weight shift |
| <input type="checkbox"/> | <input type="checkbox"/> | Matching weight shift with hand circle |
| <input type="checkbox"/> | <input type="checkbox"/> | Body rotation |
| <input type="checkbox"/> | <input type="checkbox"/> | Body angle |
| <input type="checkbox"/> | <input type="checkbox"/> | Palm rotation |
| <input type="checkbox"/> | <input type="checkbox"/> | Not hooking |
| <input type="checkbox"/> | <input type="checkbox"/> | Sticking to the wrist |
| <input type="checkbox"/> | <input type="checkbox"/> | Techniques without sliding |
| <input type="checkbox"/> | <input type="checkbox"/> | Techniques without stiffness |
| <input type="checkbox"/> | <input type="checkbox"/> | Even pressure |
| <input type="checkbox"/> | <input type="checkbox"/> | Chest sunk |
| <input type="checkbox"/> | <input type="checkbox"/> | Armpits open |
| <input type="checkbox"/> | <input type="checkbox"/> | Shoulders not up |
| <input type="checkbox"/> | <input type="checkbox"/> | Covering wrist and elbow |

Rank 6: Must pass at least thirteen of the Quality of Skills

Presiding Judge: check box Pass or No Pass as candidate performs each skill. Presiding Judge may confer with Partnering Judge for assistance in assessments.

Notes:

- a. Each candidate must perform all the Push Hands skills required for the level for which the candidate applied.
- b. Candidates are partnered with a Judge from the Examining Committee for the Push Hands Examination. The Presiding Judge ensures that the candidate has an appropriately skilled partner who cooperates sufficiently to allow the candidate to execute the required skill. The Push Hands Partnering Judge neither assists nor hinders the candidate's performance.
- c. The Presiding Judge conducts the examination by stating the required Push Hands skill and the candidate responds by executing the skill. The test is concluded when all required skills have been tested or when the candidate is unable to continue.
- d. The Presiding Judge may confer with the Push Hands Partnering Judge in determining whether the candidate successfully executed each of the required skills.
- e. No minimum or maximum time limit is set for this portion of the examination.
- f. If a candidate does not pass the Push Hands examination, there are no provisions for re-taking this component of the ranking test at the current event.

FORMS JUDGE'S WORKSHEET: HAND FORM

1	Preparatory Form	50	Kick with Left Heel
2	Commencing Form	51	Turn and Kick with Right Heel
3	Grasp Bird's Tail	52	Step up, Deflect Downward, Parry and Punch
	Left Ward Off	53	Apparent Close up
	Right Ward Off	54	Cross Hands
	Neutralize/Roll Back	55	Carry Tiger to Mountain
	Press	56	Diagonal Single Whip
	Push	57	Part Wild Horse's Mane (Right Style)
4	Single Whip	58	Part Wild Horse's Mane (Left Style)
5	Raise Hands & Step Up	59	Part Wild Horse's Mane (Right Style)
6	White Crane Spreads Wing	60	Grasp Bird's Tail
7	Brush Knee and Twist Step (Left Style)	61	Single Whip
8	Hand Strums Lute	62	Fair Lady Works at Shuttles
9	Brush Knee and Twist Step (Left Style)	63	Grasp Bird's Tail
10	Brush Knee and Twist Step (Right Style)	64	Single Whip
11	Brush Knee and Twist Step (Left Style)	65	Wave Hands Like Clouds on Both Sides
12	Hand Strums Lute	66	Wave Hands Like Clouds on Both Sides
13	Brush Knee and Twist Step (Left Style)	67	Wave Hands Like Clouds on Both Sides
14	Step Up, Deflect Downward, Parry, Punch	68	Single Whip
15	Apparent Close-up	69	Push Down
16	Cross Hands	70	Golden Cock Stands on One Leg (Right Style)
17	Carry Tiger to Mountain	71	Golden Cock Stands on One Leg (Left Style)
18	Fist Under Elbow	72	Step Back to Repulse Monkey (Right Style)
19	Step Back to Repulse Monkey (Right Style)	73	Step Back to Repulse Monkey (Left Style)
20	Step Back to Repulse Monkey (Left Style)	74	Step Back to Repulse Monkey (Right Style)
21	Step Back to Repulse Monkey (Right Style)	75	Slant Flying
22	Slant Flying	76	Raise Hands & Step Up
23	Raise Hands & Step Up	77	White Crane Spreads Its Wings
24	White Crane Spreads Its Wings	78	Brush Knee & Twist Step (Left Style)
25	Brush Knee & Twist Step (Left Style)	79	Needle at Sea Bottom
26	Needle at Sea Bottom	80	Fan Through Back
27	Fan Through Back	81	White Snake Puts Out Its Tongue
28	Chop Opponent with Fist	82	Step up, Deflect Downward, Parry, Punch
29	Step up, Deflect Downward, Parry, Punch	83	Step up and Grasp Bird's Tail
30	Step up and Grasp Bird's Tail	84	Single Whip
31	Single Whip	85	Wave Hands Like Clouds on Both Sides
32	Wave Hands Like Clouds on Both Sides	86	Wave Hands Like Clouds on Both Sides
33	Wave Hands Like Clouds on Both Sides	87	Wave Hands Like Clouds on Both Sides
34	Wave Hands Like Clouds on Both Sides	88	Single Whip
35	Single Whip	89	High Pat on Horse and Go With Palm
36	High Pat on Horse	90	Cross Legs
37	Separation of Right Foot	91	Step Up and Punch Opponent's Pubic Region
38	Separation of Left Foot	92	Step Up and Grasp Bird's Tail
39	Turn and Kick with Left Heel	93	Single Whip
40	Brush Knee and Twist Step (Left Style)	94	Push Down
41	Brush Knee and Twist Step (Right Style)	95	Step Up for Form Seven Stars
42	Step up and Punch Downward	96	Retreat to Ride Tiger
43	Turn Over and chop Opponent with Fist	97	Turn Round and Kick Horizontally
44	Step up, Deflect Downward, Parry and Punch	98	Shoot Tiger with Bow
45	Kick with Heel	99	Step Up, Deflect Downward, Parry and Punch
46	Hit Tiger (Left Style)	100	Apparent Close-up
47	Hit Tiger (Right Style)	101	Cross Hands
48	Turn and Kick Right Heel	102	Closing Form
49	Strike Opponent's Ears with both Fists	103	Restoring Form

FORMS JUDGE'S WORKSHEET: SWORD

1	Prepare	35	Comet chasing the moon
2	Opening form	36	Heavenly steed brings the news
3	Secure the moon with three rings	37	Lift up the curtain
4	Big dipper	38	Cart wheel (left)
5	Swallow swoops over the water	39	Cart wheel (right)
6	Block and sweep (right)	40	Swallow carries mud in its beak
7	Block and sweep (left)	41	Roc spreads its wings
8	Little dipper	42	Dragging for the moon at sea bottom
9	Swallow returns to its nest	43	Naza explores the sea
10	Small cat seizes the rat	44	Rhino looks back at the moon
11	Phoenix lifts up its head	45	Shooting the wild goose
12	Wasp enters the cave	46	Green dragon shows its claws
13	Phoenix spreads its right wing	47	Phoenix spreads its wings
14	Little dipper	48	Step and block up (left)
15	Phoenix spreads its left wing	49	Step and block up (right)
16	Waiting for fish	50	Shooting the wild goose
17	Poking the grass, seek the snake (one)	51	White ape presents fruit
18	Poking the grass, seek the snake (two)	52	Falling flowers (right)
19	Poking the grass, seek the snake (three)	53	Falling flowers (left)
20	Embracing the moon	54	Falling flowers (right)
21	Bird seeks lodging in the forest	55	Falling flowers (left)
22	Black dragon sways its tail	56	Falling flowers (right)
23	Green dragon rises from the water	57	Jade lady works at shuttle
24	Wind swirls the lotus	58	White tiger swings its tail up
25	Lion shakes its head (left)	59	Tiger holds a head
26	Lion shakes its head (right)	60	Fish jumps over the dragon's gate
27	Tiger holds a head	61	Black dragon winds around the pole (left)
28	Mustang jumps over the ravine	62	Black dragon winds around the pole (right)
29	Reining in the horse	63	Celestial being points the way
30	Compass	64	Burn incense to the heavens
31	Face the wind, block the dust (left)	65	Wind sweeps the plum flower
32	Face the wind, block the dust (right)	66	Presenting the document
33	Face the wind, block the dust (left)	67	Carry the sword to its original position
34	Pushing the canoe with the current		

FORMS JUDGE'S WORKSHEET: SABER

	Preparation Form
1	Step Forward To Seven Stars, Step Back To Ride the Tiger, Switch the Blade To Right Hand
2	Step Forward To Make Room, Raise and Flash Pass, Unfold and Extend With Your Spirit
3	Look Left, Look Right, Separate Arms To Sides
4	White Crane Separates Its Wings, Step Into Five Element Palm
5	Turn Body and Rotate the Blade Around, As If Lotus Leaves Swirl in the Wind
6	Fair Lady Works At Shuttles At Eight Directions
7	Opening and Closing the Three Stars, Moving At Their Own Will
8	Front Slap Kick and Step Into Hitting the Tiger
9	Step Into Ward Off Energy and Lift the Leg
10	Rotate the Blade Around As If Pushing the Canoe Along With the Current
11	Move Forward At Free Will With [Three] Harmonized Techniques
12	Part the Water With Left and [Right] Uppercuts, Jump Over the Dragon's Gate
13	Rotate the Blade and Slice Downward, Step Back As If the Phoenix Returns To Its Nest

SUPPLEMENT 5. FACILITY AND EQUIPMENT CHECKLIST

1. Preview the facilities and note potential difficulties.
2. Purchase and assemble supplies.

Written Test area

Tests

Pencils and pens

Answer keys (two copies)

Clipboards

Tables

Chairs: enough for all candidates at a given level simultaneously taking the written exams

Staging area

Table for refreshments

Water and cups

Food and drinks

Posted schedule

Message board

Clock

Wastebasket

Pencils and paper

List of applicants

Uniform repair kit

First Aid kit

Name tags for candidates and Examining Committee members

Small basket or container for jewelry and name tags during performance

Performance arena

Table with cover, for Presiding Judge and Forms Judges and Recorder

Judges stations

Chairs

Wastebaskets


Markers/tape for starting position for performances with multiple candidates

Head table, Judges stations

Scoring Methods document, list of applicants, schedule of examination and candidates positions, copy of Candidates' applications if desired, conditions and circumstances, Scoring Judges ScoreSheets, Scorebooks

Presiding Judge: Judges and Ranking Handbook, folder of original applications, worksheets

Forms Examiner Judge: Worksheets, list of moves for every routine in sufficient quantity for all candidates

The background of the page is a grayscale image of misty, layered mountains. The mountains are soft and hazy, creating a sense of depth and tranquility. The text is positioned in the upper left quadrant of the page.

Paper supplies
Pencils, pens
Clipboards
Scorebooks
Water
Calculators

SUPPLEMENT 6: ARBITRATION POLICY

1. Arbitration

An arbitration is a matter officially and properly submitted to the Judges and Ranking Advisory Board for investigation, which is empowered to examine the facts and render a decision. The Board may appoint an Arbitration Committee if it deems the situation warrants, and this committee makes a recommendation to the Board. The Arbitration Committee and the Board must be impartial to the outcome of the proceedings.

2. Matters Eligible for Arbitration

Matters that are eligible for arbitration include errors of administration, procedure, or fact. Examples of matters that may properly be arbitrated include errors in identification, observations and evaluations, interference from events or persons outside the arena, actions of a judge inappropriate to his/her duties.

Matters that are not eligible for arbitration include requests with regard to another candidate's performance or results. Nor may a candidate request re-examination of his/her performance with the purpose of obtaining a different evaluation or score. In fairness to all candidates, scores must be given by the judges based on their observation during the actual performance and from their particular vantage point and within the general framework of the ranking in progress.

The candidate should present matters of fact that are provable and should avoid matters of opinion. The request shall be made in good faith. Only one person may sign a request for arbitration.

3. Time Limit for Requesting an Official Review and Arbitration

The initial request for an Official Review must be presented no later than twenty-four hours after the candidate receives notification of results. The request for an Arbitration must be presented within seven days.

4. Requesting an Official Review to the Presiding Judge and the Sponsor of the Ranking Event

A candidate who believes that there was a factual error or an error in applying the rules and procedures of the ranking to himself/herself must first request an Official Review.

The individual should approach the Presiding Judge with his/her question and information, in writing. If he/she is not satisfied with the adjustment or resolution offered by the Presiding Judge, he/she may then approach the Sponsor of the Ranking Event with the same written request for an Official Review. If he/she is still not satisfied, he/she may submit a formal Request for Arbitration, with the required fee, to the Association, to be forwarded to the Judges and Ranking Advisory Board.

5. Submitting a Request for Arbitration and Payment of Fee

Submitting a request. The candidate has seven days to submit a written request for arbitration to the Association, either by mail or electronically. Verbal requests are not accepted. The request must state clearly and specifically what error is believed to have been committed, who committed it, and what action or changes are being sought.

Payment of fee. The arbitration fee \$50 (fifty U.S. dollars) must be paid to the Association before the adjudication may proceed. If the decision favors the candidate, the fee is refunded.

6. Investigation and Decision

Investigation. The Board or Arbitration Committee investigates the matter described in the request. They may review official records, examine equipment, and interview appropriate personnel. These include any persons involved in an official capacity with the Ranking Event or the matter noted in the request, including the candidate, and any or all judges. The investigation should be concluded and a decision rendered within thirty days of the request and payment of the fee.

Decision. The Board states the findings and decision in writing, responding to the specifics of the matter requested. The decision is final and binding on all parties involved.

7. Confidentiality

All matters of arbitration are treated as confidential.

SUPPLEMENT 7: DISCIPLINARY ACTIONS AGAINST JUDGES

The Judges and Ranking Advisory Board reserves the right to administer disciplinary actions against judges

The Board reserves the right to review actions by judges, to interview other judges, to authenticate Judges' Passbooks, to examine records of all types pertaining to Judges and to Ranking, in order to investigate and determine appropriate disciplinary actions.

Disciplinary Actions may consist of demotion of grade or suspension from the Judges Registry.

1. Lapse of membership
2. Other causes

SUPPLEMENT 8: JUDGES REGISTRY, JUDGES GRADES, JUDGES PASSBOOK

1. Judges Registry

a. Function of the Registry

The Judges Registry is a database of approved judges who are qualified at different grade levels, and who may be authorized to organize Ranking Events and Tournaments, to serve on Examining Committees, and to serve on the Judges and Ranking Advisory Board and on other committees pertaining to judges and ranking.

In the future, all Ranking Events and Ranking Examinations will be organized and conducted by officials who are drawn from the Judges Registry.

b. Enrolling in the Judges Registry

Members of the Association who have experience and or training in Ranking Events and who are active in the Ranking System are invited to apply to the Judges Registry.

See the form "Application for Judges Registry" which may be obtained from the Association website.

The Association will establish and maintain a database of approved judges, who are qualified at different grade levels, and authorized to serve on Examining Committees and on the Judges and Ranking Advisory Board.

2. Judges Grades

a. The System of Judges Grades

Judges Grades is a system whereby judges may be awarded degrees, called "Grades", that recognize their participation in the judging and the ranking areas of Association activities.

Judges at each grade have different privileges and opportunities.

b. Levels or Grades

Grade Three is the entry level, Grade Two is the intermediate level, and Grade One is the top level for judges.

c. Advancement through Grades

Advancement through these Grades is achieved through participation in specific Judges Training Courses and earning Tai Chi Chuan Teacher Academy credits in this subject area, participation in Ranking Events at various levels, and involvement in tournaments.

The specific requirements for each Grade are in development.

d. Coursework for Judges

Judging is closely related to teaching but requires training in specific skills, as well as practical experience, in order to have sufficient expertise.

The Tai Chi Chuan Teacher Academy will sponsor training courses that will be required for advancement through the Grades. Coursework is under development.

e. Maintaining a Grade

Judges are required to maintain their Grade certification, by participation in Ranking Events or Tournaments, and by participating in pertinent coursework.

3. Judges Passbook

Portable Document

The Judges Passbook is a small document that provides a method of recording a Judge's work experience

and an evaluation by the Presiding Judge or Ranking Event Sponsor. Judges carry the Passbook with them to Ranking Events.

The Passbook's entries are used to validate a judge's eligibility to progress through the Judges Grades.

The Passbook is to be developed.

GLOSSARY

Judge

The word "judge" refers to any person serving in an official capacity during a Ranking Event.

Judges Registry

A database of approved judges who are qualified at different grade levels and may serve on Examining Committees and on the Judges and Ranking Advisory Board

GROWTH AND DEVELOPMENT

Education, Training, and Examinations for Judges

The Division of Education and Training, in coordination with the Judges and Ranking Department, will design an educational program to train judges in all aspects of Ranking and Tournaments. The Academy should include coursework and examinations and credits in this area.

There will be three or more Grades for judges levels, with specified methods for advancing through the grades.

FORMS AND MATERIALS TO BE DEVELOPED

1. Written Examinations: rewrites and expansions

Ideally, the Division of Education and Training should compose about 100 question/answers, appropriate to each of the ranking levels at the progressive depth of knowledge required, each answer having a specified value, and which questions can be selected randomly to create a fair test, adding up to 100 points.

Considerations: making the test questions progressive; whether to include essays, or other standard method such as matching, multiple choice, fill in the blank. Factoring into the considerations the ease of translation into different languages.

2. Passbook for Judges

Portable Document

The Judges Passbook is a small document that provides a method of recording a judge's work experience and an evaluation by the Presiding Judge or Ranking Event Sponsor. Judges carry the Passbook with them to Ranking Events.

The Passbook's entries are used to validate a judge's eligibility to progress through the Judges Grades.





YANG FAMILY
TAI CHI CHUAN