

**RULES AND REGULATIONS FOR ESTABLISHING AND OPERATING
A DOJO, OR KI SOCIETY OF KI SOCIETY H.Q.**

KI SOCIETY H.Q.

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RULES AND REGULATIONS FOR ESTABLISHING AND OPERATING A DOJO, OR KI SOCIETY OF KI SOCIETY H.Q.

I. NAME

The name of the organization is preferred as the geographical location and regional area, followed by the word “Dojo” or “Ki Society” or “Ki-Aikido Society” or “Ki-Aikido Kai”. An optional name may be chosen by the dojo, Ki society, or existing Ki Federation and ask HQ for the approval. Name of Dojo, or Ki Society need to be as localized to the specific area served as possible.

II. ADDRESS

The dojo or Ki Society shall specify the address of its location.

III. OFFICERS

The dojo or Ki Society shall determine its officials and elected officers.

IV. MEMBERSHIP

The dojo or Ki Society shall solicit and maintain its own membership. If a person who belongs to other martial art groups or organization, wants to be a member of the dojo or Ki Society, the new student needs to truly accept the teaching and training practices of the Ki Society. If a student chooses to practice things outside of the approved Ki Society training regiment, the student may leave the Ki Society.

V. PURPOSE

The purpose for which the dojo or Ki Society is formed is to foster the well being and health of its members, of the community, and of mankind in general. This includes such activities as:

1. Making available and teaching the philosophy and practice of coordination of mind and body (Ki Development) to its members and to those interested in the general public.
2. Making available and teaching the concepts and art of Shinshin Toitsu Aikido (Ki-Aikido) to its members and to those interested in the general public.
3. Conducting and maintaining a program of activities for the advancement of the above arts and for the harmonious fellowship and welfare of its membership.

VI. AUTHORIZED DOJO OR KI SOCIETY

A. ORGANIZATION OF DOJO OR KI SOCIETY

Application for status as an authorized dojo or Ki Society shall be made in writing, stating the interest and intent of the person, or persons, to establish a branch organization. After appropriate negotiations, approval shall be given by President Shinichi Tohei when mutual agreement is reached on conditions.

Upon approval, H.Q. shall send to the dojo or Ki Society the copy of the writing of the character "Ki" written by Founder Koichi Tohei, as well as a photograph of the Founder and President Shinichi Tohei Sensei. Both should be appropriately framed and hung at the front of the training area.

B. RIGHTS AND RESPONSIBILITIES OF A DOJO OR KI SOCIETY

- 1 The dojo or Ki Society shall teach Ki and Shinshin Toitsu Aikido according to the Founder's teachings.
2. The dojo or Ki Society may invite Shinichi Tohei Sensei, or one of the other HQ lecturers or instructors, to its dojo or Ki Society to conduct a training program.
The host shall be responsible for all the expenses incurred, such as honorarium, transportation, lodging and meals for the invited instructor(s). The amount of honorarium shall be negotiated prior to acceptance of invitation by the instructor. (Teaching fee: 150,000 yen for Shinichi Tohei Sensei, 100,000 yen for other HQ instructors per day)
3. Initially, each new member including child members shall be assessed a lifetime membership fee. The dojo or Ki Society shall input data of the new student at HQ database and send fee to H.Q. every time, and H.Q. shall send membership cards. All students need to be current with membership to receive any promotional rank. (Attached file *1)
4. Each year each dojo or Ki Society shall be assessed annual dues by H.Q. The dojo or Ki Society shall send Dojo annual fee to H.Q. once a year and then receive the annual Dojo certification. (Attached file *1)
5. A dojo or Ki Society shall submit to H.Q. annually a report of its activities.
6. Each newly organized dojo or Ki Society shall submit the following in writing to H.Q., name of dojo or Ki Society, name of head instructor, and address and phone number of the dojo or Ki Society.

7. During times of war or natural disasters or other circumstances when normal remittances and postal transactions are not possible, the issuance of cards and licenses may be temporarily suspended.

C. CANCELLATION OF AUTHORIZED DOJO OR KI SOCIETY

When the dojo or Ki Society does not follow the spirit of the Rules and Regulations, H.Q. may cancel the authorized status. This rule does not apply when prior permission has been obtained from H.Q. for any deviation from the intent of the Rules and Regulations. When dojo or Ki Society are cancelled the authorized status, the dojo or Ki Society need to return “Ki” symbol and Koichi Tohei sensei’s photo to H.Q.

VII. EXAMINERS AND EXAMINATIONS

A. AUTHORIZED EXAMINERS (ADVANCED, FULL, ASSOCIATE, AND ASSISTANT)

Authorized examiners are the persons qualified to conduct examinations of Shinshin Toitsu Do (Ki Class) and/or examinations of Shinshin Toitsu Aikido. (Attached file *2)

1. The persons authorized to conduct examination of Ki class are as follows:
 - a. Those who are authorized to conduct examination of Shokyu, Chukyu, and Jokyu by President Shinichi Tohei, shall conduct examinations of Shokyu, Chukyu, and Jokyu.
 - b. President Shinichi Tohei, or those who are authorized by President Shinichi Tohei to do so shall conduct the examinations of Shoden, Chuden, Joden.
 - c. President Shinichi Tohei only can conduct Okuden test and in special cases the test can be administered by designated instructors.
 - d. The qualification status and requirements for each level of authorization shall be in accordance with H.Q.’s policy for appointment. The term for each Authorized Examiner shall be subject to renewal every four years.
2. The persons qualified to conduct examinations of Shinshin Toitsu Aikido are as follows:
 - a. An Authorized Examiner shall conduct examinations of kyu ranks.

- b. Those who are authorized to do so by President Shinichi Tohei shall conduct examinations of Shodan, Nidan, and Sandan. As for the promotion to above Yodan, shall be recommend, and President Shinichi Tohei shall decide.
3. Authorized Examiners shall attend HQ seminars and continuously learn. Absence without justified reasons may cancel his or her qualification.
4. Authorized Examiners shall maintain good communications and friendship among one another and with the Chief Instructors.

B. TYPE OF EXAMINATIONS

1. The Ki Society or Federation shall conduct the examinations of Shokyu, Chukyu and Jokyu tests of the Ki class according to the specifications in the "Ki Class Criteria for Advancement." The examination of Shoden, Chuden and Joden, shall be conducted exclusively by President Shinichi Tohei or those who are authorized by President Shinichi Tohei to do so. The examination of Okuden shall be conducted by President Shinichi Tohei. In case there are no authorized persons in the Ki Society, it can invite an authorized person from the nearest Ki Society. The Chief Instructor shall send to H.Q. an application for certificates for those who have passed the test.
2. The Ki Society shall conduct the examinations of Shinshin Toitsu Aikido according to the specifications in the "Shinshin Toitsu Aikido Criteria for Examination."

The Chief Instructor shall send to H.Q. an application for certificates for those who have passed the dan test. Certificates for Kyu ratings shall be kept and shall be awarded by the Chief Instructor as candidates successfully complete the test. No names need be submitted to H.Q. for Kyu candidates, but the fee for all successful candidates shall be submitted to H.Q. according to the "Shinshin Toitsu Aikido Kyu and Dan Promotion Fee Schedule."

3. Those who have passed any of the above examinations shall be assessed promotion fees according to the "Ki Development Fees and Shinshin Toitsu Aikido Kyu and Dan Promotion Fees Schedule." The H.Q. shall issue certificates of promotion after all fees are paid and applications have been completed.

VIII. LECTURERS' QUALIFICATIONS

1. Lecturers, Associate Lecturers, and Assistant Lecturers are teachers of Ki Development philosophy and practice.
2. The minimum requirement relating to ages for the three positions is as follows:
Lecturers shall be 30 years of age or older; Associate Lecturers shall be 25 years of age or older; and Assistant Lecturers shall be 20 years of age or older.
3. On the recommendation of a Lecturer from H.Q. or from the region, the Ki Society shall make application to H.Q. for acceptance of Assistant Lecturers and Associate Lecturers of Ki arts. The final decision to accept a candidate shall be made by President Shinichi Tohei.
4. Those who have been appointed as Assistant Lecturer, Associate Lecturer, and Lecturer shall be assessed promotion fees according to the "Ki Development and Promotion Fees." The H.Q. shall issue certificates of promotion after all steps have been completed.
5. When the Lecturer, Associate Lecturer, or Assistant Lecturer does not follow the spirit of the Rules and Regulations, does not teach, or brings disgrace on the Ki Society H.Q., President Shinichi Tohei may cancel the qualification of the person.

IX. AFFIRMATION PLEDGE

The Ki society or Dojo shall have the Registration form and Affirmation Pledge signed in duplicate by its official in charge or officers. The original shall be submitted to H.Q..

X. FEES

1. The fee for establishing an authorized Ki Society or dojo is ¥ 70,000.
2. Each new member shall be assessed ¥ 3,000 for adult, and ¥ 1,500 for child as a fee for initiation. These fees should be sent to H.Q. immediately.
3. Each year annual Dojo dues shall be assessed of H.Q. These fees should be sent to H.Q. once per year and then annual Dojo renewal certificates will be issued.

4. For Ki Development promotion fees and Shinshin Toitsu Aikido Kyu and Dan promotion fees, refer to the "Ki Development Fees and Shinshin Toitsu Aikido Kyu and Dan Promotion Fees Schedule."

XI. RULES FOR EDUCATIONAL MATERIALS

All individuals and organizations are prohibited from publishing or distributing any type of books, DVD, CD or any other communication mediums that utilize information and/or teachings, from Koichi Tohei Sensei, Shinichi Tohei Sensei or Ki Society HQ. Publishing or distributing any such information is strictly prohibited without the prior written consent of Ki Society HQ and the president of Ki Society HQ. It is OK to introduce each activity by SNS.

Ki Society H.Q. encourages the sale and distribution of books and educational materials made available by Ki Society H.Q.

XII. ADDITIONAL RULES

1. The Ki society or Dojo, shall keep a record of this document (Rules and Regulations) and shall carry out the purposes of Ki Society H.Q.
2. It is the responsibility to inform each of its satellite dojos regarding the "Rules and Regulations for Establishing and Operating a Dojo, or Ki Society of Ki Society H.Q."
3. These "Rules and Regulations" shall take effect on 1st July 2025.
4. Only certificates issued by the Ki Society H.Q. and signed by President Shinichi Tohei can be used in presenting all Dan, Kyu and Den Ki rank. Only after an instructor, certified and approved by Ki Society H.Q., conducts the appropriate tests and makes the designated payments to Ki Society H.Q., the official Ki Society certificates will be issued and awarded.
It is prohibited to reproduce or create any certificates for any rank.
All Ki Society affiliates are to only award certificates that are authorized and issued by Ki Society H.Q.

My signature is affixed herewith to indicate that the above "Rules and Regulations" meets with my official approval.



Shinichi Tohei
PRESIDENT, KI SOCIETY H.Q.

The bylaws for 'Rules and Regulations' will be valid from July 2025.

SATELLITES:

1. A satellite is a group of fewer than four people which is not required to pay the annual dojo dues.
2. Students of Satellites must become members of the Ki Society at the registered dojo and be included in the registered dojo membership total number.
3. If a satellite group grows to more than five members and trains regularly, it will need to register as an official dojo and pay the annual dojo dues.
4. The lead instructor of a satellite group must be a black belt.
5. Satellites must be located in the immediate area of the registered dojo so that they can be visited regularly. They can be located in a distant location on exception with the approval of HQ. It is discouraged to have satellites that are located outside of the immediate area of the registered dojo.
6. If people only practice occasionally in a year, HQ will not recognize the group as a satellite, but as a special class.
7. If a group only trains for a fixed period of time period like a 10 week course, and are not a permanent group then it is not considered a satellite.