



Procedure for Naginata kyû grades

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1. Kyû grades can only be obtained by passing the according examinations. Kyû grades range from 6th kyû, being the first grade to be obtained, to 1st kyû, being the last. Further details are defined by the examination regulations. Amendments to or revised wording of the examination regulations are under stewardship of the board of directors.

The board of directors will appoint a committee to devise any amendments or revisions. The general assembly will vote upon the result. Should the general assembly reject the result, the matter shall be returned to the committee.

With the permission of the DNagB, international naginata organisations such as the ENF or INF may conduct kyû examinations in Germany.

2. The DNagB's "consultant for examinations" is responsible for any questions and decisions concerning the procedure for kyû grades. Written applications and entries to the membership card are to be conducted via registered mail, always including return postage and an envelope labeled with the correct return address.

3. Each examination must be preceded by a lead time of no less than 6 months. Kyû grades excepting 1st kyû may be skipped, though only one grade may be skipped at any given examination. Request to do so must be filed during registration and must include a letter of recommendation by the examinee's trainer.

Permission to skip may be granted by the examiners on the day of examination. The examiners must be able to judge the examinee's level of skill. Attending seminars immediately prior to the examination is highly recommended for this. Is the permission granted, the examinee will partake in the examination for the aspired kyû grade. Should the examinee fail to obtain the aspired grade, it is within the examiners' discretion to decide whether the displayed level of skill fulfills the requirements of the skipped grade, and may grant this instead.

Should permission to skip not be granted, the examinee will partake in the examination for the immediate subsequent grade.

4. Kyû examinations are arranged by the DNagB and may be delegated further. The leading examiner is responsible for proper conduct of examinations including all procedures and regulations for examinations. Completed examination forms shall be submitted to the DNagB's consultant for examinations within 3 weeks, who shall manage all records.

5. Kyû examinations can only be made with a valid membership card or a DNagB certificate. Members not having paid their membership fees may not partake in examinations.

6. Examination via DNagB certificate is only possible for the first examination and shall only be accepted if a membership card is being applied for, fulfilling all requirements for one..

7. The host and examiners have to insure that the examination is conducted in an undisturbed and dignified manner. Examiners are to use the kyû examination forms issued by the DNagB. Passed examinations will be registered in the membership card including the DNagB stamp. Failed examinations are to be explained and justified to the examinee, and an appropriate explanations is to be noted on the leading examiner's forms.

8. The position of examiner may be taken by any person who

- Can verify membership in the DNagB by valid membership card and
- Has received a licence for kyû examinations

9. DNagB licences for kyû examinations may be applied for by any person who

- Has obtained at least 1st dan Naginata

- b) Has acted as observer to at least two examinations, at least one having been a 1st kyû examination.

At least one of the examinations must be conducted according to to DNagB kyû exam regulations. These may also be conducted by examiners from outside DNagB, provided they are deemed qualified by the board of directors in accordance with the consultant for examinations. Examiners have to be members of a club belonging to ENF or INF and have to be authorized for each examination by the board of directors in accordance with the consultant for examinations

10. The examination license is issued by the DNagB's consultant for examination and is to be registered on the DNagB membership card. Applications are to be in written form. Misfeasance of licences may result in licences being declared void by the board of directors.
11. Examinations may be attempted by any person who
- a) Can verify membership in the DNagB by valid membership card and
 - b) Can verify the last partaken examination, except when partaking in the first examination.

Any person that is not a member of the DNagB may only be examined in the case of an existing arrangement according to section 14 whilst fulfilling all appropriate requirements.

12. Assessment within examinations does not follow measurable standards. Failed examinations shall be justified in the leading examiner's forms.
13. Kyû examinations may only be executed by licensed examiners bearing the following dan grades:

<i>Type of examination</i>	<i>Number of examiners</i>	<i>Examiners' grades</i>
Up to 2nd kyû	3	All examiners 1st dan or above
1st kyû	3	All examiners 3rd dan or above

Kyû grades issued by organisations outside of the DNagB can be recognized when their bearer becomes a DNagB member. Recognition shall be in effect as soon as the bearer satisfactorily shows proof of the grade and successfully partakes in a subsequent examination. In the case of a failed examination the examinee shall be granted the grade according to his/her level of skill.

14. DNagB members may partake in examinations held by other Naginata organisations only if these organisations are members of ENF or INF and examinations concur with all according ENF or INF regulations. Examinees must obtain written approval from the DNagB's consultant for examinations prior to examinations. In order to provide written approval in good time, applications for written approval need to be handed in at least 14 days ahead of the respective examination.
15. The DNagB may agree upon contracts with other Naginata organisations detailing conditions for members to partake in DNagB kyû examinations. Contracts must adhere to articles 1-13 herein.
16. Members of foreign Naginata organisations may be admitted to partake in examinations if their organisation is a member of ENF or INF. Examinees must show written approval from their organisation. Successful examinees will receive a DNagB certificate.
17. Kyû grades may be declared void if obtained by fraud or in the case of severe procedural errors.
18. This document is translation of the German language version. For all questions, legal and non, the "2017-1 Kyuverwahrensordnung Deutscher Naginata Bund" is the binding document.