

BELT PROMOTION READINESS CHECKLIST

Six gates, one student. Technical ability is one of them. A student who is technically brilliant with poor attendance and a worse character is a much easier conversation when the number is written down somewhere you can both see.

Student _____

Current rank _____ Testing for _____

Filled in by _____ Date ____/____/____

THE SIX GATES

your requirement in the fourth column, this student's number in the fifth

PROMOTION GATE	HOW YOU MEASURE IT	WHERE THE RECORD LIVES	REQUIREMENT FOR THIS RANK	THIS STUDENT	MET?
Time in grade the floor	Days since last promotion	Rank record			☐ Yes ☐ No
Attendance the one that gets skipped	Classes attended since last promotion	Check-in log			☐ Yes ☐ No
Technical standard	Instructor sign-off per requirement (list below)	Skill checklist			☐ Yes ☐ No
Physical readiness	Conditioning benchmarks for the age band	Skill checklist			☐ Yes ☐ No
Character	Head instructor's call, noted in writing	Student notes			☐ Yes ☐ No
Testing window	Next scheduled test date	Class calendar			☐ Yes ☐ No

Six Yes boxes is the only pass. Five is a conversation. Write the requirement column once per rank and photocopy it, so the standard is the same for every student and every instructor, and nobody can be accused of favoritism in either direction.

TECHNICAL SIGN-OFF

the requirements for this rank, one per line, initialed by the instructor who saw it

REQUIREMENT (TECHNIQUE, FORM, DRILL, SPARRING ROUND)	SEEN ON	INSTRUCTOR	NOTE

THE VERDICT

- ☐ **Ready. On the test list.** All six gates met. Tell the student today, and tell the parent if there is one.
- ☐ **Technically ready, time or attendance short.** Tell them the number: " _____ more classes." Next check: ____/____
- ☐ **Attendance met, technique short.** Name the requirement: _____ . Next check: ____/____
- ☐ **Character or conduct.** Head instructor conversation, noted in the student file. Next check: ____/____

THE RULE

TECHNICALLY READY ISN'T READY

"You've only taken four classes this month. You're technically ready, but you still got to put in the time." Michael Baez says that to a student's face at NC BUDO, and it lands because the attendance number is written down where both of them can see it. Do the work, put in the time, get the belt. That's the promise, and it holds only if every gate is on paper.

When the sheet gets old: software that records rank, counts attendance toward it, and flags eligibility on its own fills the first two rows every morning and tells you who's ready before you go looking.