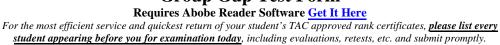


United States Soo Bahk Do Moo Duk Kwan Federation® (973) 467-3971 Voice (973) 467-5716 Fax Email: guptests@soobahkdo.com

Group Gup Test Form





		ACHING PROGRAM NAME	:	CERTIFIED COULO	OL OWNED				
		N ID#:		CERTIFIED SCHOOL OWNER					
DATE SENT TO TAC:				CERTIFIED SA BOM					
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	Gup ID Or Temp ID	Student Last Name	Stu	dent First Name & Initial	Present Rank	Date of Last Exam	Average Score	Recommended For Rank	
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	Signature		S	Submission Date	Total Qty Students		Total Fees (if any)		
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To save this form with your completed data, choose file save as and give the form a new name.

GROUP GUP TEST FORM INSTRUCTIONS

SUBMISSION OF TEST RECOMMENDATIONS

1. The TAC requires that Certified Studios shall submit results of student Gup rank examinations within 10 days of the exam date to ensure student members receive prompt return of approved rank certificates due them. http://soobahkdo.editme.com/AdministrativeResponsibilities

FEDERATION MEMBERSHIP

2. Certified Studio Owners shall promptly educate and encourage all students who are enrolled in a rank progression program at their studio to register as Federation Members prior to their 1st rank testing. Prior to testing any student, Certified Instructors shall assure student membership time equals or exceeds rank training time and student possesses current Federation membership as evidenced by an activated **Temporary ID**, a valid **GUP ID** or valid **Membership ID Card**. When a student activates a Free Trial Membership, a Temp ID is issued and a permanent Gup ID reserved. The first students to become members receive lower Gup IDs than students who become members at a later date. For students who advise an instructor at testing time that they have applied for a Membership those students will be processed as non-members unless their membership is processed before the receipt of a Group Test Form with them listed on it.

TRANSFER STUDENTS

3. To preserve the Moo Do integrity of our art's lineage of instructors with each of their students and to ensure Headquarters maintains records of said lineage, Certified Studio Owners testing students who previously trained or tested for rank at another Certified Studio or under another Certified Instructor shall submit a copy of the student's "Letter of Introduction" from their personal instructor indicating awareness of the change in training locations. (relocation, temporary move, instructor inactive or ceased instruction, etc.) The student's "Letter of Introduction" shall be submitted along with the Group Gup Test Form. Failure to submit the student's "Letter of Introduction" when the student has another studio or instructor listed on their permanent member record at Headquarters may result in processing delays pending TAC review of your recommendation for these students.

CERTIFIED STUDIO RECORD KEEPING

4. The TAC requires students to complete an "Application For Gup Rank Promotion" in its entirety as part of the student's testing responsibilities. Certified Studio Owners shall maintain this form on file for 4 years or until the student tests for Dan Rank.

CERTIFIED STUDIO SUPPLIES

5. "Applications For Gup Rank Promotion Forms" may be copied or reproduced as needed or downloaded from https://soobahkdo.com/testing/how-do-i-get-moo-duk-kwan-rank-certification/

CORRECTING GROUP GUP TEST ERRORS OR OMMISSIONS

6. The TAC requests your support for the Moo Do discipline of our art in all aspects of our administrative activities by submitting your requests in writing rather than by phone when requesting changes to student ranks, clerical corrections, student additions, etc. to a Group Gup Test Form that you have already submitted to TAC via Headquarters. You may fax your instructions to (973) 467-5716 or email to GupTests@soobahkdo.com

TOTAL QTY OF STUDENTS TESTED ON THIS EXAM DATE:								
TOTAL FEE(s) ENCLOSED (IF APPLICABLE) \$								
CERTIFIED STUDIO OWNER /CERTIFIED INSTRUCTOR								
SIGNATURE	Date/							

Thank you For Your Active Administration and Support of Mission 2000!