

Administrative Regulation 2017

Version of 10th September 2016

GENERAL CONSIDERATIONS

Without prejudice to the provisions of the "Statute" of the Associazione Internazionale Aikido regarding enrolments, the following administrative rules are added.

ATTENTION

- Enrolments will be accepted or rejected at the discretion of the Executive Council of the Association, subject to the provisions of the Statute and the Regulations, and will involve an assessment of one's advancement, even for persons that have not been enrolled for some time, persons coming from another association, or other.
- The enrolment is valid from the date of issue until the 31st December of each fiscal year. For those who enrol between September and December, the enrolment is considered valid throughout the following fiscal year except for any insurance that at any rate is valid for 365 days from the start date.

DEFINITIONS

- **First enrolment:** enrolment that refers to a person, dojo or entity that has never been enrolled with AIA before
- **Renewal:** enrolment that refers to a person, dojo or entity that has already made a First Enrolment.

GENERAL NOTES

- Please provide all and only the complete data required
- Write in a clear, understandable and readable manner
- Avoid requesting changes once the material has been sent
- Adhere to deadlines and procedures scrupulously
- Send the copies of the receipts of bank transfers to the Secretariat (enrollments@aikido-aia.eu)

Table of Contents

DOJO ENROLMENTS	2
FIRST ENROLMENT - SUBSEQUENT ENROLMENTS - RENEWALS.....	2
INDIVIDUAL ENROLMENTS	3
FIRST ENROLMENT - SUBSEQUENT ENROLMENTS - RENEWALS.....	3
ANNUAL PROSPECTUS OF FEES FOR 2017	4
DEFINITIONS.....	4
LIST OF DEVELOPING COUNTRIES 2017	4
DOJO	4
INDIVIDUAL PERSONS OF AGE.....	4
INDIVIDUAL MINORS.....	4
ENTITIES / ASSOCIATIONS (SUBJECT TO THE PROVISIONS OF THE STATUTE).....	4
EXAM FEES.....	5

Dojo Enrolments

First enrolment

Who

The new dojos that have been authorised to enrol themselves after having submitted the request to the competent corporate bodies.

When

Within the deadline mentioned in the authorisation.

How

Exclusively by means of a bank transfer to the current account of the Association (indicate the name of the dojo, the place and the person in charge of the dojo itself in the reason for payment, for example, Dojo Varese - Instructor Terzi Mauro). For more details refer to the "Guidelines for Dojos".

Notes

Send a copy of the receipt of the bank transfer to the secretariat (enrollments@aikido-aia.eu) .
Send the full details of the dojo to the secretariat (official name, address, postcode, city, province, times and days of training, any courses for children, contact details for information - website, email, phone number - details of the instructor providing the course, any details of the contact persons for the dojo).

Rights and responsibilities

The rights recognised by the Statute and the Regulations shall apply and, in particular, the dojo has the right to appear in the list of dojos of the Association with the transmitted data.

Subsequent enrolments - Renewals

Who

All the dojos already enrolled in the Association.

When

In the period between September and the 20st December of the year in progress for following year

How

Exclusively by means of a bank transfer to the current account of the Association (indicate the name of the dojo, the place and the person in charge of the dojo itself in the reason for payment, for example, Aikido Buikukai Varese - Instructor Terzi Mauro). For more details refer to the "Guidelines for Dojos".

Notes

Send the copies of the receipts of bank transfers to the Secretariat (enrollments@aikido-aia.eu).
Send the full details of the Dojo to the secretariat, **only if**

- they were not yet communicated
- they are different from those of the previous enrolment

Rights

The rights recognised by the Statute and the Regulations apply and, in particular, the dojo has the right to appear in the list of dojos of the Association with the transmitted data.

Individual Enrolments

First enrolment

Who

Preferably through their dojo, all those who wish to become members of the Associazione Internazionale Aikido and who have NEVER been enrolled before.

When

In the period between the 1st January and the 31st December of registration year.

How

Exclusively by means of a bank transfer to the current account of the Association for each dojo collectively (only one bank transfer for every dojo) (indicate the name of the dojo, the person in charge of the dojo, and the breakdown of the sum total, for example, Dojo Varese M. Terzi 12 adults + 5 children AIA + insurer).

Notes

Send a copy of the receipt of the bank transfer to the secretariat (enrollments@aikido-aia.eu) . Send the full details of the individuals to the secretary by using the dedicated electronic form or, if this is not possible, a copy of the paper version. **The paper form shall be kept at the dojo for at least a year, while the waivers shall be archived and always available. In the case of personal enrolments (without involving a dojo) the paper form shall be sent to the secretariat of the AIA anyway.**

Subsequent enrolments - Renewals

Who

Preferably through their dojo, all members of the Associazione Internazionale Aikido who wish to remain so, regardless of when they made the first enrolment. Instructors included!

When

In the period between September and the 20st December of the year in progress for following year for renewals, and at any time for new members.

How

Exclusively by means of a bank transfer to the current account of the Association for each dojo collectively (only one bank transfer for every dojo) (indicate the name of the dojo, the person in charge of the dojo itself and the breakdown of the sum total, for example, Dojo Varese M. Terzi 12 adults + 5 children AIA + insurer)

Notes

Send a copy of the receipt of the bank transfer to the secretariat (enrollments@aikido-aia.eu) . send the full details of the individuals to the secretary by using the dedicated electronic form or, if this is not possible, use the paper version. **The paper form shall be kept at the dojo for at least a year, while the waivers shall be archived and always available. In the case of personal enrolments (without involving a dojo) the paper form shall be sent to the secretariat of the AIA anyway.**

Annual Prospectus of fees for 2017

All fees are expressed in euro and euro cents.

Definitions

- **Person of age:** a person who at the date of enrolment has already reached the legal age (18 years in Italy) to be liberated from authority or tutelage and to be freely responsible of himself/herself and his/her own things.
- **Minor:** a person who is not of age.
- **Child:** a person aged 12 years or under.
- **Developing country:** a country that, at the discretion of the Executive Council of the Association, has objective difficulties to bear the normal membership fees, and shall therefore benefit from reduced rates. This condition will be evaluated on a case-by-case basis.

List of Developing Countries 2017

For 2017, the Council decided to apply the definition of developing country to Serbia, Poland, Morocco and Hungary. The list of these countries may be changed by decision of the Executive Council.

Dojo

First enrolment or Renewal	€100.00 (<i>Developing countries €70.00</i>)
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Individual persons of age

First enrolment or Renewal	
Through dojo	€18.00 (<i>Developing countries €10.00</i>)
Personal	€30.00
Insurance-Basic insurance with an entity recognised by CONI (*)	
Managed by the AIA secretariat	€6.00

Individual minors

First enrolment or Renewal	
Through dojo	€10.00 (<i>Developing countries €5.00</i>)
Insurance-Basic insurance with a body recognised by CONI (*)	
Managed by the AIA secretariat	€4.00

(*) For those who independently manage their insurance policy, it is mandatory to send a declaration to the Secretariat stating that all AIA members are insured. - The instructors can, and should, raise the ceilings of the Third Party Liability policy using the form provided. - Supplementary forms of insurance are available that provide better conditions of cover at a greater outlay. More details available at the Secretariat.

Entities / Associations (subject to the provisions of the Statute)

First enrolment or renewals	€150.00
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Penalties

At the discretion of the Executive Council, an administrative penalty equal to the enrolment fee will be charged to the dojo for late or incomplete enrolments. Failure to pay the fee will result in the suspension of all rights under the Statute and Regulations, until the regularisation of the debit position.

One must then pay the membership fee plus the penalty, in other words twice the normal membership fee, for both the dojo and for each member enrolled.

Exam fees (applied from 1st January 2015)

Grade	Fee	Reduced Fee*	Notes
XII Kyu	--	--	grade only for children
XI Kyu	--	--	grade only for children
X Kyu	--	--	grade only for children
IX Kyu	--	--	grade only for children
VIII Kyu	--	--	grade only for children
VII Kyu	--	--	grade only for children
VI Kyu	--	--	requires exam
V Kyu	€5.00	€5.00	
IV Kyu	€10.00	€5.00	
III Kyu	€15.00	€5.00	
II Kyu	€20.00	€10.00	
I Kyu	€30.00	€10.00	
I Dan	€50.00	€20.00	2 attempts
II Dan	€80.00	€30.00	2 attempts
III Dan	€150.00	€50.00	2 attempts
IV Dan	€200.00	€100.00	
V Dan	€300.00	€200.00	
VI Dan	€400.00	€400.00	

For the methods of examination refer to the "Technical Regulations".

The exam fees will be paid in the following ways:

- Exams 6, 5, 4, 3, 2, 1 Kyu - 100% paid and managed by the Dojo
- Dan exams paid to the Examining Board before the exam itself

Nota Bene

All those who, for whatever reason, will withhold or receive sums of money will have to issue a proper receipt (see the "Guidelines for Dojos") to be sent to the Presidency. In the absence of such a receipt, the money shall be returned to the AIA.

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Associazione Internazionale Aikido a.s.d.

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