

# Region 9 Black Belt (Dan) Test Application Process and Instructions

(Revised: 11/9/25)

**Before proceeding with the instructions listed below, please read the following document and become familiar with the Dan test application process at a high level:**

- [Dan Test - Candidate Guide](#)

**Dan test applications must be submitted online using the following form approximately two (2) months prior to the testing date:**

- <https://form.jotform.com/wtsdahqs/DanTest>

Please complete the Dan test application using the following instructions:

- Date of the Test
  - o Dan tests in Region 9 are typically during the first Saturday in February and the first Saturday in August, but that is subject to change. See your instructor to confirm the test date.
- Region
  - o Region 9.
- Association Membership Number
  - o Testing for Cho Dan
    - Your Gup membership number which may be found on your Gup promotion certificates.
  - o Testing for E Dan or Sam Dan
    - Your Dan membership number which may be found on your Dan promotion certificates.
- Name
  - o First and last name of the student that will be taking the Dan test (\*not\* the name of the student's parent or guardian).
- Studio / Club Name
  - o Arteca's Karate Academy.
- Name of Chief Instructor
  - o Jared Arteca.
- Candidate's Address, Nationality, Date of Birth, Phone Number, Email
  - o Contact information, nationality, and date of birth of the student that will be taking the Dan test (\*not\* that of the student's parent or guardian).
- Current Rank
  - o Your current rank.

- Testing Rank
  - Rank that you are testing for.
- ID Photo
 

*(This photo will appear on your Dan promotion certificate, so **make sure you're in your uniform** and the photo that you submit is one that you're happy with!)*

  - Follow the instructions provided on the Dan test application form.
- Essay and Other Additional Documents
 

*(Only applies to the essay which should be uploaded using the "browse files / drag and drop files" box in this section.)*

  - Essay
 

*(Refer to the latest [Gup](#) and [Dan](#) manuals for a description of the acceptable topics. At the top of your essay, include a title, your name, your current rank, your Association Membership number, and your studio name.)*

    - Testing for Cho Dan - 1<sup>st</sup> degree Black Belt: 1,000 words minimum
    - Testing for E Dan - 2<sup>nd</sup> degree Black Belt: 2,000 words minimum
    - Testing for Sam Dan - 3<sup>rd</sup> degree Black Belt: 3,000 words minimum
- Do you need to upload a medical waiver form (Request for Special Consideration)?
  - Select "yes" if you need to upload a medical waiver form. This will cause the Medical Form Uploads section to appear.
  - Download and populate the [Medical Information Form](#). Please indicate any personal health challenges (such as arthritis, previous injuries, etc) that you would like the testing panel to be aware of in order to give you a fair and informed assessment of your performance.
  - Upload the result using the "browse files / drag and drop files" box that appears in the Medical Form Uploads section.
- Resume (Region 9 only)
  - Follow the instructions provided on the Dan test application form.
  - Include participation at all WTSDA events such as clinics and tournaments. Also indicate if you served as a conductor or examiner at a Gup or Dan test.
- Community Service Form (Region 9 only)
  - Follow the instructions provided on the Dan test application form.
  - Include any and all community service (such as shoveling a neighbor's driveway, donating food to a food drive, etc) as well as participation in all official volunteer events that were held outside of the dojang. Participation in classes, tests, etc inside of our dojang *\*do not\** count towards the community service requirement unless they were held specifically for the community.

**Test fees are due at the same time as the Dan test application and must be submitted directly to your instructor using one (1) check that is made payable to "Arteca's Karate Academy".**

- Testing for Cho Dan:
  - \$600 Belt Test Fee + \$50 Dan Membership Fee (\$650 Total)  
*All Cho Dan candidates are expected to purchase a 3 year Dan membership for \$50. This membership may be upgraded to a lifetime membership for a discounted price of \$200 (normally \$250) within 1 year of successfully completing the Cho Dan test.*
  - Includes the following: Dan test, a solid Black Belt and an embroidered Black Belt uniform with all patches already sewn in place (upon promotion), and a white tip stripe and a framed Dan promotion certificate (upon successful completion of the certification period).
- Testing for E Dan:
  - \$700 : Belt Test Fee  
*Expiring Dan memberships must be renewed at least 3 months before the test. Fees for Dan membership renewal must be paid directly to the WTSDA via the following website: <https://form.jotform.com/wtsdahqs/DanRenew>.*
  - Includes the following: Dan test, a second white tip stripe and an engraved training knife (upon promotion), and an embroidered Black Belt with two stripes and a framed Dan promotion certificate (upon successful completion of the certification period).
- Testing for Sam Dan:
  - \$800 : Belt Test Fee  
*Expiring Dan memberships must be renewed at least 3 months before the test. Fees for Dan membership renewal must be paid directly to the WTSDA via the following website: <https://form.jotform.com/wtsdahqs/DanRenew>.*
  - Includes the following: Dan test, a third white tip stripe and an engraved training sword (upon promotion), and an embroidered Black Belt with three stripes and a framed Dan promotion certificate (upon successful completion of the certification period).