

Form 20 Instructions/Checklist

ALL FORMS MUST BE TYPED, NO EXCEPTIONS. LATE, INCOMPLETE, OR HANDWRITTEN FORMS WILL NOT BE ACCEPTED.

The "Form 20" should be filled out completely and jointly by the instructor and the candidate

Section	Header	General Instructions	Checklist	✓
1	General Info	List all information completely	Check 'Competitor' or 'Non-Competitor'	
			Check salutation (Mr., Mrs., Ms., Miss, Dr.)	
			Enter full name	
			Enter full address, city, state, and zip code	
			Enter phone number	
			Enter email address	
			Enter age, date of birth, height, and weight	
		Enter your current occupation and firm		
2	Promotion History	List all dates of promotion history	Enter 'Entry' which is your judo career start date	
			Enter all previously acquired promotions and dates for all promotions, including Ikkyu. For all 'Dan' promotions, list the USJF rank number issued (NOT membership number) under "USJF Rank #". If latest 'Dan' was not acquired from the USJF, copies of National (USA Judo/USJA) promotion certificates is required	
3	Judo Affiliations	List your beginning and present Dojo, Yudanshakai, Instructor, and Entry/Starting date	Enter beginning and present Dojo, Yudanshakai, Instructor, and Entry dates	
4	Major Shiai Record	List your shiai record after your last promotion. If you are a non-competitor, enter 'Non-Competitor' in the first 'Event' row. Kata competitions are entered here. Enter shiai dates from the most recent on the first line.	Shiai dates listed must be after the last promotion date. If non-competitor, enter ' Non-Competitor ' in the first 'Event' row. Do not leave this area blank.	
5	Kata Proficiency	List your skills in each kata. Do not enter "None" and avoid terms like "practiced", "have studied", "studying", "several clinics", "studied for 2 years", etc. Use terms like "satisfactory", "good", "very good" and "excellent". If you have kata competition, list under Major Shiai Record.	Check highest kata level attained and enter skill level for EACH kata you perform	
6	General Ability	List practice information, teaching experience, favorite waza and general attitude.	Enter average weekly practice in hours per week	
		List several techniques that's your favorite	Enter your favorite waza	
		For general attitude, use terms like, "Positive", "Good", "Very Good", "Excellent".	Enter your general attitude	
7	Awards- Championships- Contributions	List your awards, major championships, contributions, and accomplishments as they applied your Club, Yudanshakai, or National level. Attach a addendum if necessary. All activity dates listed must be after last promotion date.	List awards, major championships, contributions, and accomplishments after the last promotion date. If none of the above applies, enter " NONE " in the first 'description' row. Do not leave this area blank.	
8	Educational History	Check highest education levels completed for each section	Check highest education levels acquired for each section. Enter type of degree earned, if applicable.	
	Endorsement	On page 8, print candidate's name, sign, and date	Print, sign, and date page 8	
	Submission	Email copies to Ramin Khaksar at promotions.cenco@gmail.com and ALSO send hardcopies by the due date to: Ramin Khaksar 131 Santa Clara Ave. Redwood City, CA 94061	Enclose OR email passport photo, or equivalent (selfies are okay)	
			Enclose candidate's Form 20	
			Enclose exam entry form/waiver	
			Enclose Processing Fee/Exam Dues of \$20 payable to " CENCO "	
			Enclose appropriate Promotion Fees payable to " USJF " (if applicable). See https://cencojudo.com/about/promotions/ for the section on Promotion Fees.	
			Enclose this checklist, with your checks in column E indicating you verified compliance with each of the above instructions.	