

Bob Jones Martial Arts

Level 5/11 Queens Rd. Melbourne
VIC 3004, Australia

+61 427 664 862
Info@bobjones.com.au
www.BJMA.com.au



BJMA MEMBER REGISTRATION AGREEMENT

PREFACE – The purpose of this agreement is to protect the Founder (Bob Jones), the BJMA Organisation, BJMA Head Instructors/Instructors/Associate Members and the BJMA students. This protection is defined by how we operate our business. If anyone acts outside these guidelines, then they do so at their own discretion and personal liability. This documentation has been established since January 2001 (updated March, 2019), and is a strict requirement across all states of Australia, New Zealand, Israel, Spain, Germany and USA-Mexico. Enquiries can be directed to BJMA info@bobjones.com.au.

The contents of this document outlines:

- What is involved in being registered as a BJMA Black Level Associate Member, BJMA Instructor and BJMA Head Instructor (Club/Centre Operator)
- What is received after being accepted
- What the expectations of registration will be
- What registered BJMA entities can expect from BJMA

SECTION 1 – REGISTRATION

Financial Registration is a requirement for anyone graded Black Level and above in any of the BJMA Systems.

BJMA Systems are as follows:-

- ZEN DO KAI – including BJMA Kidz Kara-te
- BJMA KICKBOXING – including BJC Muay Thai and BJMA Kidz Kickboxing
- BJMA KRAV MAGA – must have completed a BJMA Instructor Course
- BJMA Arnis-Eskrima-Kali - must have completed a BJMA Instructor Course
- BJMA FIGHTING FIT - must have completed a BJMA Instructor Course
- BJMA XMA - must have completed a BJMA Instructor Course

SECTION 1A – COST OF REGISTRATION

The cost of registering with BJMA is 1 YEAR- \$99 AUD or 3 YEARS - \$259 AUD

SECTION 1B – YOUR ROLE

Nominate in this section what level registration you are.

1. HEAD INSTRUCTOR

The Head Instructor is the person who is responsible for:

- an affiliated BJMA Club/Centre; and /or
- a group of affiliated BJMA Clubs/Centres
- The Head Instructor's next direct upline will be their State Head or for those states organised by a committee, their direct upline will be Soke Billy Manne.
- Black Level and above in any BJMA System must be registered with BJMA for each year of training as a pre-requisite for recognized rank accumulation and grading assessment.
- Head Instructors are responsible for annual/monthly BJMA affiliation fees
- Confirming that all their instructors are BJMA Registered
- Adhering to current BJMA Policies & Procedures
- Providing a First Aid attendant and First Aid Kit at all BJMA sessions
- Obtaining adequate insurance to cover their venue/s.

2. INSTRUCTOR

An Instructor is the person

- who is in charge of conducting classes at a Club/Centre run by a BJMA Head Instructor
- that runs personal training programs in the community at large derived from the BJMA Systems
- that has completed recognised BJMA Instructor Courses.
- If you are not the Head Instructor of your Club/Centre, please state who your Head Instructor is in the relevant section of the registration form.
- Black Level and above in any BJMA System must be registered with BJMA for each year of training as a pre-requisite for recognized rank accumulation and grading assessment.

3. ASSISTANT INSTRUCTOR (SENIORS, INTERMEDIATES AND JUNIOR)

- Assistant instructor must never be left to instruct a class alone
- BJMA encourage Head Instructors to inspire assistant instructors especially Intermediate (14 to 17) and Junior (Under 14) Black Levels to assist in teaching when you think the time is appropriate for them.
- No registration fee is payable for Under 18 years of age.

4. ASSOCIATED MEMBER

- BJMA above Black Level in any BJMA System that are not instructing or associated with a particular club.

- Black Level and above in any BJMA System must be registered with BJMA for each year of training as a pre-requisite for recognized rank accumulation and grading assessment.

SECTION 1C – WHAT REGISTRATION INCLUDES

Being registered with BJMA provides you with the following:

HEAD INSTRUCTORS

1. Official BJMA Photo ID Card
2. Photo Instructor Certified Instructor Certificate
3. BJMA Black Level Certificate showing affiliation and expiry date
4. BJMA promotional products
5. Access to training supplies at 20% discount rates with www.FightingFitGear.com.
6. Authority to USE and ISSUE Official BJMA Grading Material. As an authorised representative of BJMA you will be formally and legally grading students on behalf of BJMA and can purchase belts, badges, singlets, T-Shirts, certificates and grading sheets as required and relevant to the BJMA System you have registered for.
7. Use of BJMA Trading Names and Logos (relevant to your Club Affiliation application).
8. Up to date BJMA teaching syllabus for all registered BJMA Systems.

INSTRUCTORS

1. Official BJMA Photo ID Card
2. Photo Instructor Certified Instructor Certificate
3. BJMA Black Level Certificate showing affiliation and expiry date
4. BJMA promotional products
5. Access to training supplies at 20% discount rates with Fighting Fit Gear.

ASSOCIATE MEMBERSHIP

1. Official BJMA Photo ID Card (if photo is not forthcoming after a month, the ID will be issued without a photo)
2. BJMA Black Level Certificate showing affiliation and expiry date
3. BJMA promotional products

SECTION 2 – MEMBER REGISTRATION AGREEMENT

This agreement is made between the BJMA Head Instructor/Instructor/Associated Member and Bob Jones Martial Arts (BJMA).

SECTION 2A – ALL INSTRUCTOR'S RESPONSIBILITY

It is agreed that as an authorised representative of BJMA you shall, as a minimum, be required to teach in accordance of approved BJMA Systems and syllabus requirements as prescribed by BJMA:

- Attained the minimum level of proficiency in an approved BJMA System as listed in SECTION 1B
- Present yourself in an honest and professional manner
- Maintain and promote a high standard of martial arts within yourself and your students
- Abide by the prescribed rules/policies and regulations as set out by BJMA through BJMA Head Office, BJMA International Steering Committee, BJMA State Steering Committees, BJMA State Heads or any BJMA Regional Coordinators of the Organisation
- Keep up to date, read and understand current policies and procedures as specified by BJMA **and if necessary, seek out further clarification**
- Undergo any prescribed training programs as determined by BJMA (such programs would be made available to instructors either online or in your local areas, states or country)
- Participate wherever possible at BJMA training days / seminars / camps /courses / gradings for the purpose of keeping up to date with technical material and furthering your own personal growth
- Keep necessary equivalent Working with Children's Checks and First Aid qualifications up to date (if applicable)
- Ensure that your contact details including email address, mailing address, phone number and Club/Centre details and training times are kept up to date with BJMA Head Office as well as manually updated on www.Memberplanet.com/BJMA

SECTION 2B – HEAD INSTRUCTOR RESPONSIBILITY ONLY

- Keep current Public Liability Insurance
- Keep current Professional Indemnity Insurance (it is highly recommended that all students are insured for Student Accident insurance as part of their Club Student Membership where possible)
- Ensure that all students are aware they can register their membership on the BJMA.BIZ website for free. Provide information for any student grading to Black in the immediate future of the need to become a Financial Registered Member of BJMA
- Ensure that all students are dressed in standard BJMA uniforms/attire whilst training. All BJMA graded students are to be attired with the appropriately ranked uniform
- Ensure that all students are kept informed of events and functions as promoted by BJMA through local regions, states and countries
- Provide and use only prescribed BJMA Grading Certificates obtained from www.FightingFitGear.com or BJMA Head Office. **The use of photocopies is STRICTLY PROHIBITED**
- Run your Club/Centre/s in a professional orderly manner in relation to class conduct and appropriate administration
- Ensure that the appropriate Club/Centre/s financial statements/records are maintained
- Ensure that financial obligations to BJMA are met and forwarded within a recommended time frame. Such as Club/Centre Affiliation fees and Instructor Registration (new and renewal) fees are paid via www.Memberplanet.com/BJMA, direct deposit, charged to an authorized stored credit/debit card or paid by cheque to BJMA Head Office
- Formally lodge all BJMA Events with BJMA Head Office on the appropriate form to be a recognized and listed BJMA Event
- Ensure that any promotional material used either, printed or electronic carries the appropriate corporate names and logo's associated with BJMA Systems promoted, including BJMA website address, BJMA Head Office postal address and contact phone number in addition to any local Club/Centre information provided
- Consult with BJMA Head Office, BJMA International Steering Committee, BJMA State Steering Committees, BJMA State Heads of the Organisation regarding the appropriateness of the establishment of a new club/centre anywhere

SECTION 2C – CLUB STUDENT REGISTRATION

Affiliated BJMA Club/Centres are responsible for managing their member's memberships until a student reaches Black Level in any BJMA System. As part of your BJMA Affiliation Fee each Club/Centre is entitled to in Club Members paperwork and waiver, as well as multi system BJMA Membership cards to fill in and give to new and renewing members (available from www.FightingFitGear.com or Head Office).

SECTION 3 – BJMA CLUB AFFILIATION FEE AND CATERGORIES

To establish a Club Affiliation Fee to be paid to BJMA Head Office, a BJMA Club/Centre establishes their category based on the number of registered financial members within the one club or across multiple clubs (maximum 4 in total) under the one Head Instructor. e.g. A Head Instructor with 3 clubs may have 40 registered student members throughout the 3 clubs, therefore the fee would be A \$45 per month, when the registered student count for those 3 clubs goes over 45 then the fee would move to B \$90 per month.

A – PART TIME – \$45 PER MONTH

The maximum number of registered student members (under Black) is a total of 45.

B – PART TIME – \$90 PER MONTH

The minimum number of registered student members of 46 to the maximum number of registered student members (under Black) is a total of 75.

C – PROFESSIONAL – \$180 PER MONTH

The minimum number of registered student members (under Black) of 76 and above.

An annual fee can be paid at the rate of 10 x the monthly fees at any time, making the annual fees \$450, \$900 or \$1800 - paid in advance and due annually.

Payment of the BJMA Club Affiliation Fee can be paid via a filed credit card, direct debit or cheque.

Non-compliance will result in liaison with the Club's State Head/Steering Committee to resolve the situation and continual non-compliance will result in the Club being withdrawn from affiliation.

SECTION 4 – RESPONSIBILITIES OF BJMA

It is agreed that BJMA will provide:

- Information/support and assistance to registered BJMA members as needed
- Head Office for the administration of the Organisation
- Keep Instructors up to date regarding any changes to curriculum/policy & procedures/administration changes
- Regular information regarding events/functions and new materials etc.
- On-going development and research into the martial arts with regards to technical material and other information that may enhance the syllabus content
- Grading forums for standards monitoring
- Access to membership information (stored on memberplanet) for Head Instructors
- Leads and referral that come through Head Office to Instructors from all forms of enquiries and or other advertising
- An up to date BJMA Club Directory on BJMA.biz
- An internet presence
- A discount on retail from Fighting Fit Gear to all registered financial BJMA Members
- Training/information forums for instructors for their further development and the development of their students
- 50-year-old network from which to trade on

It is also agreed that BJMA may terminate this agreement should it believe that the applicant may not be complying or adhering with or to the agreed items and expectations. In such cases, the applicant shall not be eligible to any of the benefits or services of the BJMA Organisation, including the use of any corporate names, uniforms, training manuals or BJMA syllabi or any other intellectual property of BJMA. Alternatively, if an applicant decides to leave the BJMA Organisation, no refund of payments will be forthcoming, the applicant shall not be eligible to use any BJMA corporate names, logos, uniforms, training manuals or BJMA syllabi or any other intellectual property of BJMA. If a Club becomes unaffiliated with the BJMA Organisation, the Club's members MUST be notified of the situation and that the student is no longer part of the BJMA Organisation and any further gradings will not be recognised by BJMA.

Applicant's signature is required after reading the requirements and expectations as outlined in this document on the BJMA Instructor and Club Registration. It is your responsibility to seek clarification if you do not understand any part of this document.

BEFORE SIGNING THIS APPLICATION FOR BJMA REGISTRATION - PLEASE READ THE FOLLOWING CAREFULLY: The applicant having read and understood the requirements and expectations as outlined in the 'BOB JONES MARTIAL ARTS REGISTRATION AGREEMENT', agrees to the responsibilities and expectations described therein, in the event that the registration is accepted and the applicant becomes a registered instructor.

I AGREE TO BE BOUND BY THE CONDITIONS INCLUDED IN THIS AGREEMENT IF APPROVED

Signature of Applicant: _____ **DATE:** _____

PLEASE PRINT FULL NAME: _____