

U.S Tae Kwon Do Center

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RULES AND ETIQUETTE OF TAE KWON DO

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THE RULES OF ETIQUETTE

1. THE KOREAN TAE KWON DO ASSOCIATION RULES OF ETIQUETTE

The most valuable assets in Tae Kwon Do are the rules of etiquette; the rules which gage a practitioner of Tae Kwon Do should live up to the high standards expected. The Tae Kwon Do organizations around the world practice a high level of order and discipline so that the standards will be maintained. The standards are practiced to develop a sense of values in our youth, resulting in a higher level of courtesy and respect. The Tae Kwon Do Association believes that this is the strong basis for morality that is desperately needed in the world today. Tae Kwon Do develops humility in behavior, pride in self, togetherness and organization. The formalities within the Tae Kwon Do system breeds unselfishness, kindness and tolerance. The rules of etiquette were drawn up by the Tae Kwon Do Association on the 7th of May 1971. The rules of etiquette are as follows :

(1) THE GREETING

There are two types of greetings in Tae Kwon Do; the standing greeting and the kneeling greeting. The standard greeting is rendered when a superior walks into the room. The kneeling greeting is rendered after the standing greeting, if the superior sits on the floor. The standard greeting starts with the feet together, arms to the side, fingers curled toward the legs so that the index fingers are touching the thumbs. Back straight, head and eyes to the front. The greeting is rendered by bowing; the back bent forward 15 degrees, head bent forward 45 degrees. After the bow, return to the standing position. The sitting greeting is rendered by moving to the kneeling position; knees together, move the arms to the front as he bends forward, and places his head on his hands. Then he returns to the kneeling position.

(2) TEACHER, STUDENT FORMALITIES DURING TRAINING

Prior to each training session, the flag is saluted by placing the right hand over the heart. After saluting the flag, the lower ranking students must greet their superiors in order of rank, first the school master, the teacher, and then the individuals with a higher level of proficiency than himself. During the training session, the students behavior should be very controlled and he has to have a high level of courtesy. The student uniform should be well taken care of and in serviceable condition. The uniform is not to be worn in public except when absolutely necessary. It is important for the student to use discretion when speaking during the training session. Students should always use words implying respect and honor when speaking to superiors. The superiors do not have to be so careful in their selection of words when speaking to students of lesser rank. While practitioners of Tae Kwon Do are wearing the uniform, the symbol of rank within the system takes precedence over respect for elders however, when the uniform is not worn, respect for age takes precedence.

(3) WEARING THE UNIFORM

Neatness and cleanliness of the uniform is of utmost importance. During the training session, if an individual's uniform is to become out of place, he is to stop momentarily and turn so that the others will not be able to see, then adjust the uniform. After the adjustments are made, he returns to the practice.

(4) HOME AND SOCIAL BEHAVIOR

While in the home, at work, or at social functions it is important for the student to demonstrate high moral standards and to show the appropriate respect and consideration to others.

(5) ETIQUETTE IN SPEECH

When speaking it is required that respect is implied. The back should be straight and the general attitude should be formal. The choice of words are important, being words of courtesy and respect. The voice should not be loud and abusive words should never be used. The student should be careful not to spit when speaking. The individual should not lose his integrity, wit or sense of humor. The speaker should be sure to use the correct title for the person he is speaking to. Listening is essential and shows respect. It is not appropriate to stare or interrupt. It is not appropriate to touch the individual you are speaking to, and it is not correct to use hand gestures.

(6) APPEARANCE

In social situations, it is important to be conscious of appearance. The type, fitting and the style of clothes should be conservative. During ceremonies and other formal occasions, the practitioners of Tae Kwon Do should always wear the appropriate attire. The shoes should be shined and a well groomed appearance should be evident. In keeping with the rules of appearance, good habits result.

(7) THE SEATING ARRANGEMENT WHILE IN CARS

The designated driver for a formal occasion always opens the car door for the superior, however, in the rear seat, the lower ranking individual gets into the car first, so that the superior will be the first to depart the vehicle once they have reached their destination.

(8) SPEAKING ON THE PHONE

When calling someone, it is appropriate to state your name first, then ask for the person to whom you wish to speak. When answering the telephone state your name, then request the nature of the call. The conversation should be kept brief and to the point. It is important to have a notepad by the phone in case there is a need to copy urgent messages.

(9) TABLE MANNERS

When at the dinner table, all guests wait until the hostess gives the signal to begin any course by picking up her own spoon or fork. When in small groups, everyone waits until all are served prior to beginning to eat however, at very large gatherings or parties, the guests are expected to start eating when their plates are put in front of them, so the food doesn't get cold. Keep conversation general at a small table. At a long table it is alright to break the conversations up into two groups or more if feasible. At a business lunch or dinner, the guest waits for the host to start the business discussion. Do not put elbows on the table when eating, but it is appropriate to put the elbows on the table when in conversation between courses when there is not a plate or glass on the table to the front. Sit straight in the chair and do not blow on the food to cool it off.

(10) INTRODUCTIONS

Introductions are governed by three basic rules, and can be implemented in most situations. Introduce a man to woman, introduce an adult to a much older one of the same sex, and introduce the lower rank to the higher rank. The introduction should be brief and not wordy or awkward. The host always shakes the hands of the guests upon arrival and departure. The woman always has the choice to shake hands or not, but a man always shakes hands with other men to whom being introduced, unless it is awkward to do so, for example, leaning across others while seated at the dinner table.

(11) VISITING

Prior to visiting someone an appointment should be made, do not show up unannounced. Make it a point never to visit on holidays or Sundays, early in the morning, late at night, at mealtime or days of inclement weather unless specifically invited. Make the visits short, remember that you are the guest, thank the host and hostess prior to leaving.

(12) GUIDING A HIGHER RANKING PERSON

When guiding a higher ranking person, walk to the front with a slightly bent forward posture, this shows respect. At meetings be attentive to the needs of the superior, for example, if he should need a pen or a pad of paper. If not escorting but are with a superior, always walk to the rear, open doors for the superior, and be attentive to the needs as previously mentioned.

(13) SEATING ARRANGEMENTS AT CEREMONIES

While at formal ceremonies, the place of honor is the right of the chairman, the next highest position is to the left. At social gatherings, when there is a speaker, the highest ranking person is allowed to leave a crowded room first when the ceremony is over, followed by the others in order of rank.

(14) DRINKING AND SMOKING

It is the privilege of the individual to drink as much as he wants in private, but showing the effects of too much to drink in public is totally unacceptable because in one way or another a drunk is always a problem. Never smoke in any place of worship or religious ceremony out of doors, while in court, during the playing of the National Anthem or during the raising or lowering of the National Flag. When greeting someone, take the cigarette out of your mouth.

(15) BEHAVIOR OF THE INSTRUCTORS

The Tae Kwon Do instructor is to set the example for his students to follow. He is to help his students find solutions to their problems. He does not speak to his students as though giving orders, but is to be humble and sincere. He is to avoid violence and the appearance of a pleasure seeker. He should live a clean and productive life free from drugs and alcohol. He should involve himself in community functions and practice justice and unselfishness.

2. RULES GOVERNING ACTIONS AT THE PRACTICE HALL(DO JANG)

The Tae Kwon Do practice hall (do jang) is a place to learn and practice the fundamentals of Tae Kwon Do. While in the practice hall, the students must follow 15 basic rules. The rules are enforced to maximize the effectiveness of the training environment and to place emphasis on the development of the students mind and body. The rules are as follows:

1. Salute the flag upon entering the practice hall.
2. Bow to the teachers in order of rank and then to the rest of the students.
3. Remain silent in the practice hall unless spoken to.
4. Maintain the uniform to be in good serviceable condition
5. Use words of respect when speaking to the teachers.
6. The teacher need not take particular care in his choice of words.
7. During the training session, do not run or jog around unnecessarily.
8. Wear the uniform in a professional manner.
9. If the uniform becomes out of place during the training session, turn in a way that is away from the other students and the instructors, then adjust the uniform.
After the adjustment return to the session.

10. After the training session, kneel on the floor, placing the hands on the knees and remain silent for one minute in tribute.
11. After the tribute, stand up and salute the flag, bow to the teacher and to the other students.
12. The last thing to do prior to leaving the practice hall is to salute the flag.
13. Eating, smoking and drinking are not allowed in the practice hall.
14. When visiting the practice hall do not disturb those who are practicing.
15. The students will clean the practice hall together after the training session.

3. THE STUDENT'S OATH

Each Tae Kwon Do practice hall has an oath for the student to memorize. The Oath may change slightly from place to place. The Oath for our practice hall is:

1. I shall observe the tenets of Tae Kwon Do.
2. I shall respect seniors and instructors.
3. I will never misuse Tae Kwon Do.
4. I will be a champion of freedom and justice.
5. I will build a more peaceful world.

4. THE ATTITUDE OF THE STUDENTS

The student's attitude is a very important aspect of his training. Following are the guidelines that each student must practice and continuously improve upon:

1. The student must strive for a complete understanding of all aspects of TKD.
2. The student should always have a sincere outlook of TKD. If there is a misunderstanding, the student shall not argue with the teachers nor shall the student turn against the principles of TKD.
3. The students will dedicate themselves to the popularization of TKD.