Assessment and Academic Integrity Policy

This policy brings together the assessment requirements that apply to students of IJF Academy. Read the section for your programme alongside its Student Handbook, assessment instructions and platform timetable. Programme-specific requirements apply to that programme only.

The full programme requirements and practical assessment guides are available in the IJF Academy Student Handbook.

Your assessment requirements at a glance

Programme	Online module pass mark	Maximum exam attempts
UCJI — Judo Instructor	60% in each of 13 examinations	2
UDJC — Judo Coach	60% in each of 18 examinations	2
UDJM — Judo Management	75% in each of 12 examinations	3

A passed module examination cannot be repeated to improve the mark. Online module completion alone does not qualify you for an award: the other compulsory components for your programme must also be completed.

Identity and camera requirements

Where the platform activates a camera test, allow access to your camera. UCJI, UDJC and UDJM Semester 1 online examinations use face recognition: the camera image is compared with your registration reference photograph before the examination starts. If recognition fails, you can take a new reference photograph immediately. For UCJI examinations and the ODT, this does not use your first attempt.

Follow the camera guidance in the Handbook:

- Keep your face centred, uncovered and facing the camera, with both ears visible. Do not wear sunglasses or a hat. Match the use of spectacles in your reference photograph.
- Be alone in the camera image, wear at least a T-shirt, and do not lie on a bed or wear headphones or earphones.

The Handbook provides for cancellation of tests where these camera conditions are not met.

Prepare and submit as instructed

Use the learning materials and practice opportunities for your programme. Follow the required demonstration, submission format and platform location. For written work, provide the quotations and references required for assessment. The UDJM Diploma Project plagiarism rule is set out on page 5. Ask your tutor through the platform forum, chat or tutor email if you need help understanding a task.

UCJI — online assessment

Undergraduate Certificate as Judo Instructor

Module examinations and practice

Complete all **13 module examinations**. Each examination contains **20 randomly selected multiple-choice questions**, with **15 minutes** to answer. The pass mark is **60%**. You have a maximum of **two attempts**; a second attempt is available only after a failed first attempt and after **24 hours**.

The Handbook provides up to five Trial Test attempts per module. Trial Tests open on Wednesday at midnight UTC and module examinations on Saturday at midnight UTC. Follow the dates shown in your programme timetable and platform.

Progress monitoring and incomplete modules

Checkpoint	Required progression
Beginning of Week 6	31% — four module examinations passed
Beginning of Week 13	69% — nine module examinations passed in total

If you do not meet a monitoring checkpoint, access to the programme is cancelled. For one failed module or a missed monitoring deadline, email academy@ijf.org with your reasons. Restoration of access to the current semester may be granted once per semester under UCJI 21.

If both attempts at the same module examination are unsuccessful, you cannot complete that semester. Re-enrolment in the next semester requires nomination by your National Federation supervisor; you complete the missing modules. The Handbook allows a second enrolment without an additional course fee if the original fee was paid. Later enrolments are subject to the Handbook fee provisions.

If you passed Monitoring 2 but have a valid reason for missing any of the last four examinations, request the re-examination period by emailing academy@ijf.org **before 15 January or 15 July**. The period is in January or July. The Handbook specifies a **EUR 150** fee, with access after payment during that period.

Comprehensive theory assessment

Passing all 13 modules completes the online phase but does not award a certificate. You must also pass the **Online Digital Test (ODT)**, taken after the 18-week online semester in the period communicated by the Academy. It covers the 13 theory topics, with **90 questions in 90 minutes**. The pass mark is **60% — 54 correct answers**. Face recognition is required.

After a failed first ODT attempt, a second attempt is available after **24 hours**. If the second attempt is unsuccessful, you cannot join the practical session and must repeat online Phase 1.

A **paper test** is available only with special permission from the Head of Institution. It also has 90 questions, 90 minutes and a 60% pass mark. Use a pen. After a failed first attempt, the second attempt is on the **same day**. A second failure prevents assessment in the remaining practical components.

UCJI — practical assessment

Complete the required online assessments before the practical session. Use the Handbook demonstration guides and the examination instructions to prepare.

Fitness and Nage no Kata

For the **Beep Test**, reach **Level 2**. After a failed first attempt, a second attempt is available within **24 hours**, with suitable rest. If you fail again, you cannot continue with the remaining practical assessments.

Demonstrate the **15 Nage no Kata techniques in five sets**, in both Tori and Uke roles, with the partner arrangements specified in the Handbook. The result is **Pass or Fail**. After a failed first attempt, a second attempt is on the **same day**. A second failure does not prevent you from taking the Nage-waza examination, but the Kata requirement remains outstanding.

Video submission for Nage no Kata is an exceptional arrangement requiring permission. Submit the Tori and Uke demonstrations as instructed. If an assessed part fails, the Handbook allows a second upload of that part. A second failure prevents the award of the qualification.

Nage-waza and Katame-waza

Both practical examinations have a separate pass mark of **60%**. Demonstrate the required techniques under the Handbook and examination instructions. If you pass at the first attempt, you cannot take a second attempt at the same practical session to improve the mark.

After a failed first attempt, a second attempt is on the **same day**. If your second Nage-waza attempt is unsuccessful, you may still take Katame-waza. Any outstanding practical component must be passed before the qualification can be awarded.

Returning for a practical assessment

The Handbook permits a further practical session after **six months from the first examination date** for the relevant failed component, with a **non-refundable EUR 150** re-examination fee and completion within **five years of completing the online session**. Nage no Kata may alternatively be retaken at an IJF World Tour event by prior written arrangement. These are the Handbook resit provisions; initial practical attendance remains subject to its separate completion requirements.

Entry to UDJC requires at least **80% in each of Nage-waza and Katame-waza**. If either UCJI practical mark is below 80%, the Handbook allows another practical session after six months, with the stated EUR 150 fee, to meet this entry requirement.

Final result and qualification

Your theory result is the ODT or authorised paper-test percentage. Your practical result is the average of the Nage-waza and Katame-waza percentages. Your **final UCJI result is the average of these two results**, valid only when you have also passed the Beep Test and Nage no Kata.

You must provide the required copy of a First Aid and Dan Grade Certificate before the qualification is awarded. Follow the Handbook First Aid requirements; a first-aid subject completed as part of higher education is not accepted in place of the required certificate.

UDJC — assessment requirements

Undergraduate Diploma as Judo Coach

Online examinations and progression

Pass all **18 online examinations** across the two semesters. Each has **20 multiple-choice questions**, a **15-minute** duration, a **60%** pass mark and a maximum of **two attempts**. Further attempts are not available after a pass. Face recognition is required before the examination starts.

Semester checkpoint	Required examinations
Semester 1: beginning of Week 10	50% progression — five examinations from Weeks 1, 3, 4, 6 and 8
Semester 2: beginning of Week 9	50% progression — four examinations from Weeks 2, 4, 5 and 7

Failure to meet a monitoring checkpoint cancels course access and results in withdrawal. Email academy@ijf.org with any valid reasons for missing the checkpoint. Restoration of access may be granted **once across the two online semesters**.

If you have passed the relevant monitoring checkpoint but have valid reasons for missing later examinations, request re-examination by emailing academy@ijf.org. The applicable re-examination period and payment conditions are set out in **UDJC 18** of the Handbook. Re-enrolment and further-enrolment fees follow the Handbook programme provisions.

Passing all 18 examinations completes online Phase 1 and makes you eligible for the practical session. It does not, by itself, lead to certification.

Practical assessment

- **Katame no Kata:** demonstrate the 15 techniques in three sets, in the required order. The result is Pass or Fail. After a first failure, the second attempt is on the same day after the other students have completed their first attempts. A second failure prevents assessment in Tachi-waza and Ne-waza.
- **Tachi-waza:** prepare four written lesson plans: one te-waza, one koshi-waza, one ashi-waza and one ma-/yoko-sutemi-waza technique. One is selected by random draw. Demonstrate its progression and training according to the Handbook guide. The pass mark is 60%. A second failure prevents the Ne-waza examination.
- **Ne-waza:** prepare three written lesson plans: one osaekomi-waza, one shime-waza and one kansetsu-waza technique. One is selected by random draw. Demonstrate its progression and training according to the Handbook guide. The pass mark is 60%.

For Tachi-waza and Ne-waza, a failed first attempt allows a second attempt on the **same day**, after the other students have completed their first attempts. If you pass first time, no second attempt is allowed.

Final result

Calculate the average of your 18 online module marks and, separately, the average of your Tachi-waza and Ne-waza marks. Your **final UDJC result is the average of these two results**. It is valid only if you have also passed Katame no Kata. Your result sheet is available to download from your platform profile.

UDJM — modules and Diploma Project

Undergraduate Diploma in Judo Management | Semester 1

Examinations and the forum task

Complete all **12 module examinations**, achieving at least **75% in each**. You have a maximum of **three attempts**, within the monitoring timetable. Once you pass, no further attempts are available. Examinations open at midnight from Friday to Saturday, **UTC**.

Each module provides up to **five Practice Test attempts**. These open at midnight from Wednesday to Thursday, UTC. Practice results do not contribute to your overall result.

For **each module, submit a 500-character forum post** on the topic or activity set by the instructor. Forum participation is compulsory. Also comment on at least two classmates' contributions. The 500-character requirement applies to your own module post.

Progress monitoring

Complete the required examinations and forum posts for the modules scheduled through **Weeks 3, 6 and 9**. The platform checks these stages on the **first day of Weeks 5, 8 and 11**, respectively. Each scheduled examination must meet the 75% pass mark and each required forum post must be acceptable. Failure to meet these requirements disables access and prevents continuation of the course.

Preparing and submitting the Diploma Project

After passing all 12 examinations, prepare your Diploma Project in **English, 4,500–5,000 words**, using the format and content requirements in the platform's Diploma Project Information. Submit it **before the last day of Semester 1**.

Upload a **PDF** to **Upload Space Diploma Project**. A project uploaded to the attachments area of your profile or sent by email will not be evaluated.

Academic integrity and plagiarism checking

Prepare the project as your own research and provide proper quotations and references for the sources you use. The project undergoes a **Grammarly plagiarism check** before academic assessment. Under the Handbook, a result **above 15%** leads to rejection **unless proper quotations and references are available for review in the submitted document**.

Project result and second submission

The project pass mark is **60%**. You receive the percentage grade through the platform and a written evaluation in PDF format by email. If the first submission fails, you have a **second and final opportunity** to upload a revised project **before the end of the semester**.

Passing all 12 module examinations and achieving at least 60% for the Diploma Project makes you eligible to enrol in Semester 2. The forum requirements remain compulsory for the award.

Placement, results and appeals

UDJM — Semester 2 and the qualification

Implement your accepted Diploma Project during the **eight-week work placement** in an approved organisation. Submit the **ten required assignments** according to the Semester 2 guidelines, timetable and platform deadlines:

Learning Contract; Organisation Structure; Job Description; Europass CV; Logbook; Cross Referencing Form; List of Evidence; List of Witness; Declaration; and PowerPoint Presentation.

The portfolio is assessed against the Academy's placement guidelines. The UDJM qualification requires all 12 examinations at 75% or above, the required 500-character forum posts, an accepted Diploma Project and accepted Semester 2 portfolio elements. The qualification is sent by email in PDF format and is also available in your platform profile.

JSDI — practical assessment

For **Judo Self Defence Instructor (JSDI)**, complete the required online learning before practical assessment. Practical techniques are assessed as **Accepted or Not Accepted**. If your first attempt is unsuccessful, a second attempt is available on the **same day**, after the other candidates have completed their first attempts.

If the second attempt is unsuccessful, you cannot proceed to the remaining practical elements and must return for another practical session. The certificate requires completion of the programme requirements, including successful practical assessment and the required National Federation supervisor enrolment.

Viewing results and obtaining support

After signing in, use **My Courses → Online Result** to view or download your progress record as a PDF. **Test Details** shows information about Trial Tests and examinations. For a missing result or a question about your record, email **academy@ijf.org**.

For learning support, contact your tutor through the module forum, platform chat or the tutor's email address shown on the programme page. The Handbook also explains the arrangements for requesting completion of missing examinations in a later semester. Use those programme provisions for breaks, re-enrolment, completion limits and applicable fees.

Complaints and appeals

You may complain or appeal against Academy decisions, including test results, assignments and practical scores. Use **Contact Us** on the Academy website and choose **"Complain"** or **"Appeal"** in the **"Select topic"** menu. Give a detailed description and include your name, country, programme and request.

The Head of Institution handles the appeal and communicates the final decision to you.

Contact form: IJF Academy Contact Us | Full requirements: Student Handbook