

INTERNATIONAL SKATING UNION

Communication No. 1775

FIGURE SKATING

Frankfurt Seminar – July 7–14, 2013

1. Nomination to the Frankfurt ISU Seminar for re-appointment of ISU/International Technical Controllers/Technical Specialists

All Technical Controllers/Technical Specialists who continue to meet the criteria as outlined in Rule 414, paragraphs 2 or 4, or Rule 415, paragraphs 2 or 4, or Rule 813, paragraph 5.b) and 6.b), or Rule 814, paragraph 4.b) and 5.b) and who require to attend an ISU Seminar for re-appointment of ISU/International Technical Controllers/Technical Specialists to fulfill the requirement as per subparagraph c) of those Rules are eligible for acceptance to the Frankfurt ISU Seminar 2013 for re-appointment of ISU/International Technical Controllers/Technical Specialists.

Candidates applying for participation in this Seminar, if they are presently so qualified, may participate in more than one discipline. This seminar will start on Sunday, July 7, 2013 at 18:00 h and will be closed on Wednesday, July 10, 2013 at 15:00 h.

The eligibility of such persons will be verified by the ISU Sports Directorate and the respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for this ISU Seminar must complete on behalf of the candidate(s) the attached application form (Appendix A) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2013**. Late applications cannot be accepted.

However, please note that at all 2013 ISU Figure Skating Championships (2013 ISU European Figure Skating Championships, 2013 ISU Four Continents Figure Skating Championships, 2013 ISU World Junior Figure Skating Championships, 2013 ISU World Figure Skating Championships, 2013 ISU World Synchronized Skating Championships and the 2013 ISU Synchronized Skating World Junior Championships) and at the 2012 ISU Grand Prix of Figure Skating Final (combined Junior and Senior), the officiating Technical Controllers and Technical Specialists will receive on-site training (mini seminar) that will form an ISU Seminar for re-appointment of ISU Technical Controllers/Technical Specialists as per Rule 417, paragraph 6 or Rule 813, paragraph 9. Consequently, the ISU Technical Controllers and ISU Technical Specialists officiating at 2013 ISU Figure Skating Championships or at the 2012 ISU Grand Prix of Figure Skating Final (combined Junior and Senior) are not required to attend the 2013 Frankfurt ISU Seminar for re-appointment of ISU/International Technical Controllers/Technical Specialists.

Please note:

All Technical Controllers and all Technical Specialists, participating in this Seminar, must sit a test with both a written test and a technical element identification. The result of this test is only for internal information and does not influence the re-appointment process.

Please note also that no ISU Seminar and ISU Examination for first appointment of ISU/International Technical Controllers/Technical Specialists will be held in 2013.

2. Youth Recruitment Seminar 2013

At the same time as the 2013 ISU Seminar for re-appointment of ISU/International Technical Controllers/Technical Specialists, there will be a special seminar conducted by the ISU Council as a follow-up to the 2011 Youth Seminar to continue to involve younger former sportspersons in various ISU activities. This seminar is intended to bring together a number of young persons (under age 40) from within the Members to learn of the various activities, programs and directions of the sport of Figure Skating in the ISU, globally and domestically, and to discuss in workshops and in forums important items around the sport, its administration and its position in the world.

The Members are requested to enter with proposed names of participants which they like to have attending the Youth Recruitment Seminar. Please use the attached form for this purpose (Appendix B). The entry deadline is set by **January 21, 2013**. The number of participants that will be accepted from the Member nominations is approximately twenty (20).

In addition, the ISU will include in this program a group of about 20 persons by special invitation. This list will be drawn from those persons who have:

- attended a recent Frankfurt seminar and are involved in the daily operation of the sport;
- persons known to the ISU to be involved in administrative/volunteer activity within their Federation;
- and/or recently active skaters or active trainers at various levels of activity, who demonstrate an interest in future involvement in the sport in some manners.

The individuals as affected will be contacted through their respective Member or directly in regard to their seminar participation. The resultant seminar group will be reflective of the geographic Member distribution within the ISU.

The Seminar will be held July 7–10, 2013. The program will involve several inter-active sessions, motivated by a series of speakers selected on a variety of topics of an administrative, program or volunteer nature. This is not a training seminar for Officials. From the variety of topics to be covered it is expected that the participants will be armed with a wide variety of information and activity ideas which they can take back to their Federation, and either share with other persons, or use this information to move forward with their own future involvement in the sport of Figure Skating in their Federation or even within the ISU in the future.

At the end of the Seminar an evaluation will be taken of the effectiveness of the seminar and its results.

3. Seminar for Technical Controllers and Technical Specialists with National qualification

At the same time of the Re-Certification seminars the ISU offers for all Members, who have difficulties in educating and developing enough Technical Controllers and/or Technical Specialist with **national** qualification, a seminar in all four disciplines (Single Skating, Pair Skating, Ice Dance and Synchronized Skating), starting on Sunday, July 7, 2013 – 18:00 h and ending on Wednesday, July 14, 2013 at 14:00 h. The Seminar is not valid for promotion to any “International” or “ISU” status.

These Seminars need a minimum of 5 participants in each discipline; otherwise the Seminar will be deleted from the program. Members interested in participation, need to enter their candidates on the special form (Appendix C) by **April 15, 2013 latest**.

4. ISU Seminar and ISU Examinations for first appointment of International and ISU Referees

In line with ISU Rule 412, paragraphs 1.d) (ii) and e) and 3.d) (ii) and e), and 807, paragraphs 11.e) and 12.d), the ISU is including into the Frankfurt Seminar the ISU Seminar and ISU Examinations for first appointment of International and ISU Referees for those Judges and Referees who might be nominated by their Members provided the respective candidates fulfill the requirements of the respective Rules 412 paragraph 1 or 3 or 807, paragraphs 11 and 12.

This ISU Seminar and these ISU Examinations will be held July 10 to 14, 2013 and covers all disciplines Single & Pair Skating, Ice Dance and Synchronized Skating. This ISU Seminar and these ISU Examinations represent the only opportunity for first appointment of International and ISU Referees in 2013.

The eligibility of such persons will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for this ISU Seminar and these ISU Examinations must complete on behalf of the candidate(s) the attached application form (Appendix D/SP, D/ID, D/SYS) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2013**. Late applications cannot be accepted.

The ISU Examinations to become an International Referee and the ISU Examinations to become an ISU Referee will consist of two parts:

- a written part including true or false and multiple choice questions and questions that require a written response in the English language, based on ISU Regulations and Technical Rules as well as pertinent ISU Communications, Handbooks and Manuals
- a practical examination, based on a “competition simulation”.

As per Rule 411, paragraph 7, the criteria to pass the written part of these ISU Examinations is established by the respective Technical Committees.

In addition to the nomination of the Members, the Technical Committees may invite ISU Referees to attend as a refresher course.

5. ISU Seminar and ISU Examination for first appointment of International Judges

In line with ISU Rule 413, paragraph 1. c) and d), the ISU is including into the Frankfurt Seminar the ISU Seminar and ISU Examinations for first appointment of International Judges for those persons who might be nominated by their Members provided the respective candidates fulfill the requirements of the respective Rules 413 paragraph 1 or Rule 818, paragraph 10.

This ISU Seminar and these ISU Examinations will be held July 10 to 14, 2013 and will be conducted in all disciplines, Single & Pair Skating, Ice Dance and Synchronized Skating. This ISU Seminar and these ISU Examinations represent the only opportunity for first appointment of International Judges in 2013 for Ice Dance.

The eligibility of such persons will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for this ISU Seminar and these ISU Examinations must complete on behalf of the candidate(s) the attached application form (Appendix E/SP, E/ID, D/SYS) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2013**. Late applications cannot be accepted.

These ISU Examinations to become an International Judge will consist of two parts:

- a written part including true or false and multiple choice questions and questions that require a written response in the English language, based on ISU Regulations and Technical Rules as well as pertinent ISU Communications, Handbooks and Manuals
- a practical examination, based on a “competition simulation”.

As per Rule 411, paragraph 7, the criteria to pass the written part of these ISU Examinations is announced by the Technical Committees.

6. Expense Guidelines for Technical Controller, Technical Specialists, Referees and Judges accepted to the Frankfurt Seminar 2013

6.1 Accommodation and full board

The ISU will cover hotel accommodation and full board for all the following accepted and confirmed participants:

- ISU Technical Controller and ISU Technical Specialist completing the ISU Seminar for re-appointment of Technical Controllers/Technical Specialists during the days as indicated in the travel information. A confirmation letter will be issued to each individual Member by the ISU Secretariat shortly after the entry deadline (see also paragraph 1).
- Officials completing the ISU Seminar and ISU Examinations for first appointment of International and ISU Referees during the days as indicated in the travel information. Participants who fail to pass the ISU Examination to become an ISU Referee or the ISU Examination to become an International Referee for a second time or do not display the knowledge of English appropriate to the duties attached to the respective qualification must cover the costs of accommodation and full board by themselves.
- Officials, participating in the Seminar for Technical Controllers/Technical Specialists of national qualification (paragraph 3 of this Communication) must cover the costs of accommodation and full board by themselves or through the entered Member.

International Technical Controllers/Specialists and Officials completing the ISU Seminar and ISU Examination for first appointment of International Judges Candidates must cover their expenses for board and lodging either through themselves or the entered Member.

6.2 Travel Expenses

Only those ISU Technical Controllers/Specialists completing the ISU Seminar for re-appointment of Technical Controllers/Specialists shall have their travel cost (economy class flight ticket, train or car) reimbursed by the ISU after the attendance of the Seminar and upon receipt of an expense reimbursement request including supporting vouchers as follows:

- Participants from Europe, up to a maximum of CHF 200 per person;
- Participants from North America, South Africa and Asia, up to a maximum of CHF 500 per person;
- Participants from Oceania up to a maximum of CHF 800 per person.

Reimbursement requests should be made to the ISU Secretariat within 3 months of the end of the Seminar at the latest.

6.3 Youth Recruitment Seminar

The ISU will cover the costs for accommodation and full board for all accepted participants in the Youth Recruitment Seminar during the time as indicated in the individual travel forms.

A share of the travel expenses as per paragraph 6.2 above will be reimbursed.

6.4 “National” Technical Controller / Technical Specialists Seminar (see paragraph 3)

All travel costs must be covered by the entered Members.

7. Inter-active attendance

There will be inter-linking sessions between the disciplines. Therefore multi-discipline Officials can participate in several disciplines seminar activity, provided such multi-discipline attendance has been accepted by the ISU Vice President Figure Skating.

It will be possible for participants in one of the above-mentioned individual Seminars to participate in some parts of another individual Seminar.

8. Travel Information for Arrival and Departure Dates

- a) ISU Seminar for re-appointment of Technical Controller/Technical Specialist Seminars:
Arrival by 18:00 hours on July 7, 2013; Departure after 15:00 hours on July 10, 2013 (if not attending any other seminar).
- b) ISU Seminar for first appointment of International and ISU Referees:
Arrival by 18:00 hours on July 10, 2013; Departure after 13:00 hours on July 14, 2013.
- c) Youth Recruitment Seminar:
Arrival by 18:00 hours on July 7, 2013; Departure after 15:00 hours on July 10, 2013.
- d) ISU Seminar for first appointment of International Judges:
Arrival by 18:00 h on July 10, 2013; Departure after 14:00 hours on July 14, 2013.
- e) Seminar for Technical Controllers and Technical Specialists with national qualification:
Arrival by 18:00 h on July 7, 2013; Departure after 14:00 hours on July 14, 2013.

Milano,
November 20, 2012
Lausanne

Ottavio Cinquanta, President
Fredi Schmid, Director General