

INTERNATIONAL SKATING UNION

Communication No. 1917

Figure Skating

Frankfurt Seminar – July 12 – 19, 2015

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

All Officials who continue to meet the criteria as outlined in the Special Regulations and who, considering the period of time elapsed since their initial appointment, require re-certification are eligible for acceptance to the Frankfurt Seminar 2015 – re-certification program.

Candidates applying for re-certification at the Frankfurt Seminar, if they are presently so qualified, may re-certify in more than one discipline at this seminar. An individual examination - if needed - for each discipline will be required.

The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sports Directors Figure Skating and respective ISU Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for re-certification 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 14, 2015**. Late applications cannot be accepted.

However, please note that as in the previous seasons, at all ISU Figure Skating Championships (ISU European Figure Skating Championships, ISU Four Continents Figure Skating Championship, ISU World Junior Figure Skating Championships, ISU World Figure Skating Championships, ISU World Synchronized Skating Championships and the ISU Synchronized Skating World Junior Championships), the officiating Technical Controllers and Technical Specialists receive on-site training (mini seminar) that is considered as an equivalent of an ISU recognized seminar for those functions, hence counting towards the fulfillment of such requirement (Rule 414, paragraph 4.c), Rule 415, paragraph 4.c), Rule 904, paragraph 4.c), Rule 905, paragraph 4.c) for the Officials concerned. Consequently, the ISU Technical Controllers and ISU Technical Specialists officiating at ISU Figure Skating Championships within the time limitation according to the respective Rule, do not need to attend the Frankfurt Seminar 2015 for re-certification.

This seminar will be held from July 12 to July 15, 2015. See also paragraph 9 for detailed travel information.

2. Nomination of National Technical Controllers and/or Technical Specialists for Synchronized Skating education purposes

ISU Members, who do not have the possibility within their country, to educate properly the Technical Controllers/Technical Specialists in Synchronized Skating, can enter such persons to the 2015 Frankfurt seminar at own costs. A minimum of five (5) candidates is mandatory to confirm this additional seminar. This seminar is not for promotion purposes and will only substitute a National Seminar with the result of a National qualification. The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sport Directors Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat.

Members wishing to nominate candidates from their Federation must complete on behalf of the candidate(s) the attached application form (Appendix C) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 14, 2015**. Late applications cannot be accepted.

This seminar will be held from July 12 to July 15, 2015. See also paragraph 8 for detailed travel information.

3. 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 Rule 902, paragraphs 1.d) ii) and e) and 3.d) ii) and e), 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 ISU Examinations will be held July 16 to 19, 2015 and covers all disciplines Single & Pair Skating, Ice Dance and Synchronized Skating. This Seminar is the only ISU Seminar and ISU Examinations for first appointment of International and ISU Referees in 2015. See also paragraph 8 for detailed travel information.

The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sport Directors Figure Skating and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for this ISU Seminar and ISU Examination must complete on behalf of the candidate(s) the attached application form (Appendix D) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 14, 2015**. 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 2014 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 this ISU Examination are established by the respective Technical Committees.

In addition to the nomination of the Members, the Technical Committees may invite ISU Referees for refreshment purposes.

4. ISU Seminars and ISU Examinations for first appointment of International Judges for Single & Pair Skating, Ice Dance and Synchronized Skating

In line with ISU Rule 413, paragraph 1 c) and d), the ISU is including into the Frankfurt Seminar the ISU Seminars and ISU Examinations for first appointment of International Judges for Single & Pair Skating, Ice Dance and also for Synchronized Skating for those persons who might be nominated by their Members provided the respective candidates fulfill the requirements of the respective Rules 413 paragraph 1.

These ISU Seminars and ISU Examinations will be held July 15 to 19, 2015 and will be conducted in the disciplines, Single & Pair Skating, Ice Dance and Synchronized Skating. These Seminars are the only ISU Seminars and ISU Examinations for first appointment of International Judges in 2015. See also paragraph 9 for detailed travel information.

The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sport Directors Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for these ISU Seminars and ISU Examinations must complete on behalf of the candidate(s) the attached application form (Appendix E) confirming that the established criteria have been or will be met. The application shall be submitted to the ISU Secretariat **no later than April 14, 2015**. Late applications cannot be accepted.

This 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 2014 as well as pertinent ISU Communications, Handbooks and Manuals
- a practical examination, based on identification of elements and a “competition simulation”.
- Identification of elements

As per Rule 413, paragraph 1.d), the criteria to pass the written part of these ISU Examinations are announced by the Technical Committees.

5. Youth Recruitment Seminar 2015

At the same time as the 2015 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 and 2013 Youth Seminars 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 ISU 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 forum important items around the sport, its administration and its position in the world.

The ISU Members are requested to enter with proposed names of participants which they like to have attended the Youth Recruitment Seminar with a good knowledge of English language. Please use the attached form for this purpose (Form B). The entry deadline is set by **February**

24, 2015. The number of participants that will be accepted from the Member nominations is approximately thirty (30).

In addition, ISU will include in this program a group of about 10 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 12 – 15, 2015. 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 hoped 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 of the future.

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

6. Program Components Seminar

A four (4) day seminar – July 15 to July 19, 2015 - **National Moderators of the Program Components** of the Figure Skating disciplines, Singles, Pair Skating, Ice Dance and Synchronized Skating acting as such by appointment and in the territory of their own Member, are invited to make an application for possible acceptance to attend the above-mentioned seminar 2015 in Frankfurt. In addition, the ISU will select additional Officials, qualified as International Judge or Referee, or ISU Judge or Referee, to attend the seminar.

Each Member may nominate **up to two (2) candidates** (Single & Pair Skating, Ice Dance and Synchronized Skating together). The nominees must meet the following criteria:

- Must be certified by their Member as Moderators for Program Components in the territory of the Member;
- Must be on the current list of at least “International Judge”.

In addition, all Referees with the qualification “ISU” are invited to participate, but should fit into the countries’ quota of two (2) persons. It is up to the discretion of the ISU Vice President Figure Skating to accept additional persons per ISU Member, as long as they fit into the category above (National Moderators or ISU Referees).

The respective Member and the Participants must certify in writing that the candidate will take the responsibility to train the Judges of the Member concerned in future and according to the guidelines received during the Frankfurt Seminar 2015 for the benefit of Figure Skating. The application shall be submitted to the ISU Secretariat **no later than April 14, 2015**. Late applications will not be accepted. (use Appendix F).

This seminar will be limited in the number of participants. The ISU reserves the right to make the determination to the final list of candidates accepted for this seminar also taking into account the need for a balanced allocation per discipline and specific geographical needs.

The acceptance of the final participants will be decided by the ISU Vice President Figure Skating, the Sport Directors Figure Skating in consultation with the respective Technical Committee. The ISU reserves the right to increase the number of participants from any ISU Member by one more person should a large number of applications not materialize.

All persons entered and accepted to the Moderators Seminar must attend all four (4) days and all sessions as presented in Frankfurt 2015.

Please note:

Candidates attending the Frankfurt seminar for re-certification for Technical Controller are eligible to attend the PCS Moderators Seminar if time is available.

7. Expense Guidelines for all accepted candidates to the Frankfurt Seminar 2015

7.1 Accommodation and Full Board

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

- Re-certification of their status as ISU Technical Controller/ISU Technical Specialist for the duration of the individual seminar 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 seminar under paragraph 1);
- Candidates for the Referees seminar for ISU qualification;
- Participants of the Youth Seminar;
- Participants of the Program Component Seminar.

The ISU will **not** cover the costs for accommodation and full board for all accepted and confirmed participants

- Candidates for the Referees and Judges seminar for first appointment (International);
- Candidates for re-certification with the status “International”;
- Candidates for the SyS Seminar “National Technical Controller / Technical Specialists.

7.2 Travel Expenses

Only candidates who are attending the following seminars:

- re-certification as ISU Technical Controller/Technical Specialist;
- Youth Seminar;
- Candidates of the Referees Seminar & Examination for qualification ISU Referee.

shall have their travel cost (economy class flight ticket, train or car) reimbursed by the ISU after the attendance of the seminars and upon receipt of an expense reimbursement request including supporting vouchers as follows:

- Participants from Germany, up to a maximum of CHF 100;
- 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 Australia and Oceanic 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.

Participants of the Referees and Judges Seminar “First appointment International”, the Data & Replay Operators Seminar, Candidates of the “SyS National Technical Controller/Technical Specialist Seminar and Participants of the Program Component Seminar must cover their travel expenses through their respective Member or by themselves.

8. Travel Information for Arrival and Departure Dates

- a) Technical Controller/Technical Specialist Seminars – for re-rectification:
Arrival by 18:00 hours on July 12, 2015; Departure after 16:00 hours on July 15, 2015 (if not attending any other seminar).
- b) National Technical Controller/Technical Specialists Seminar for education purpose (SyS):
Arrival by 18:00 hours on July 12, 2015; Departure after 16:00 hours on July 15, 2015.
- c) Referees and Judges Seminar for first appointment International:
Arrival by 18:00 hours on July 15, 2015; Departure after 14:00 hours on July 19, 2015.
- d) Referees Seminar for qualification “ISU”:
Arrival by 18:00 hours on July 16, 2015; Departure after 14:00 hours on July 19, 2015.
- e) Youth Seminar:
Arrival by 18:00 hours on July 12, 2015; Departure after 18:00 hours on July 15, 2015.
- f) Moderators Seminar for Program Components:
Arrival by 18:00 hours on July 15, 2015; Departure after 12:00 hours on July 19, 2015.

Milano,
December 2, 2014
Lausanne

Ottavio Cinquanta, President
Fredi Schmid, Director General