

INTERNATIONAL SKATING UNION

Communication No. 1840

Figure Skating

Frankfurt Seminar – July 13 – 20, 2014

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 2014 – 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 Director 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 and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2014**. Late applications cannot be accepted.

However, please note that as done 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), as well as the Olympic Winter Games 2014, the officiating Technical Controllers and Technical Specialists will receive on-site training (mini seminar) that will be considered as an equivalent of an ISU recognized seminar for those functions, hence counting towards the fulfillment of such requirement (Rule 415, paragraph 5.b) ii), Rule 416, paragraph 4.b) ii), Rule 813, paragraph 5.b) ii), Rule 814, paragraph 4.b) ii) 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 2014 for re-certification.

2. Nomination of ‘new’ International Technical Controllers and/or Technical Specialists to the Frankfurt Seminar

In 2014 a limited number of ‘new’ candidates for training will be accepted. For organizational and budgeting reasons, the maximum number of ‘new’ participants in the Frankfurt Seminar 2014 will be limited according to disciplines and according to experiences of service within their national Events. The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sport Director Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat.

Members are requested to complete the attached application form (Appendix B) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2014**. Late applications will not be accepted.

Candidates proposed as 'new' may be entered and accepted in only **one** discipline for the 2014 seminar.

3. Nomination of International Technical Controllers and/or Technical Specialists for promotion to become an ISU Technical Controllers or Specialist

Technical Controllers/Technical Specialists currently listed as "International", who fulfill the requirements of Rule 415, paragraph 5 a), respectively Rule 416, paragraph 4 a), respectively Rule 813, paragraph 5.a), respectively Rule 814, paragraph 4.a), may enter the seminar for promotion purposes to become an ISU Technical Controller or ISU Technical Specialist.

Participation in more than one discipline is not acceptable.

The eligibility of such candidates will be verified by the ISU Vice President, the ISU Sports Director Figure Skating and respective ISU Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for promotion must complete on behalf of the candidate(s) the attached application form (Appendix C) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2014**. Late applications cannot be accepted.

4. 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 2014 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 Director 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 D) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2014**. Late applications cannot be accepted.

5. ISU Seminar and ISU Examination for first appointment of International Judges for Single & Pair Skating and Synchronized Skating

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

This ISU Seminar and ISU Examinations will be held from July 17 to 20, 2014 and will be conducted in the disciplines, Single & Pair Skating and Synchronized Skating. This Seminar is the only ISU Seminar and ISU Examination for first appointment of International Judges in 2014.

The eligibility of such persons will be verified by the ISU Vice President Figure Skating, the ISU Sport Director Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat.

Members wishing to nominate candidates from their Federation for this ISU Seminar and ISU Examinations must complete on behalf of the candidate(s) the attached application form (Appendix E for Singles & Pairs and Appendix F for Synchronized Skating) 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.

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

As per Rule 411, paragraph 7, the criteria to pass the written part of this ISU Examination are announced by the Technical Committees.

6. Data and Replay Operator Seminar

In the present circumstances, the ISU has trained a sufficient number of Data and Replay Operators to service the needs of ISU sanctioned events. For this seminar the ISU will not financially support the training of additional Data/Replay Operators.

It is however recognized that Member Federations may have a need for trained Data and Replay Operators to service the needs of their domestic activity. The ISU is prepared to train Data and Replay Operators for that purpose provided that the candidates nominated fulfill the requirements of Rule 417, paragraph 3.a)/4.a) respectively Rule 815, paragraph 3.a)/4.a). Such persons may be entered to the Frankfurt Seminar with full expenses (travel, accommodation, food) borne by the ISU Member concerned.

The participants who complete such seminar might be recommended by the ISU Sport Director Figure Skating as ISU Data and Replay Operator or International Data and Replay Operator depending on the skills displayed during the seminar.

Members wishing to nominate Data and Replay Operators must complete on behalf of the candidate(s) the attached application form (Appendix G) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2014**. Late applications cannot be accepted. All expenses will be for the Member of the candidate or the candidates themselves.

7. Expense Guidelines for Technical Controller and Technical Specialists to the Frankfurt Seminar 2014

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 re-certification with the status “International” must cover their expenses either through the Member or themselves.

- All participants of the seminar for new Technical Controller/Technical Specialists as indicated in paragraph 2), provided they pass the required examination. Candidates, who fail the examination, must cover the expenses by themselves or through the respective Member.
- International Technical Controller/International Technical Specialists for promotion, attending the seminar as mentioned under paragraph 3), provided they pass the required examination. Candidates, who fail the examination, must cover the expenses by themselves or through the respective Member.

Candidates for the Judges seminar for first appointment must cover their cost for accommodation by themselves.

7.2 Travel Expenses

Only those candidates who are attending the seminar for **re-certification as ISU Technical Controller/Technical Specialist** 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 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.

For those participants who are accepted as ‘new’ nominations or entered for promotion as ISU Technical Controller/Technical Specialist or entered for re-certification as International Technical Controller/Technical Specialist, the full travel expenses of all candidates as accepted will be borne by the Member concerned.

For candidates, who are accepted over the indicated quotas, the travel expenses, accommodation and full board are at their own expense. These candidates will be informed accordingly.

Members wishing to enter individuals at their own expense must include a cover letter signed by the applying Member indicating if and up to how many candidates for Technical Controller and Technical Specialist would be requested to be entered at the Member’s expense.

Judges, participating in the Judges seminar must cover their travel expenses through the respective Member or by themselves.

8. Travel Information for Arrival and Departure Dates

- Technical Controller/Technical Specialist Seminars – for re-rectification:
Arrival by 18:00 hours on July 13, 2014; Departure after 16:00 hours on July 16, 2014 (if not attending any other seminar).
- “New” Technical Controller/”New” Technical Specialist Seminars:
Arrival by 18:00 hours on July 13, 2014; Departure after 16:00 hours on July 19, 2014.
- Technical Controller/Technical Specialist Seminars – for promotion purposes:
Arrival by 18:00 hours on July 14, 2014; Departure after 16:00 hours on July 19, 2014.

- d) National Technical Controller/Technical Specialists Seminar for education purpose (SyS):
Arrival by 18:00 hours on July 13, 2014; Departure after 16:00 hours on July 19, 2014.
- e) Data and Replay Operators Seminar:
Arrival by noon on July 15, 2014; Departure after 16:00 hours on July 19, 2014.
- f) Judges Seminar for first appointment International:
Arrival by noon on July 17, 2014; Departure after 14:00 hours on July 20, 2014.

Milano,
December 23, 2013
Lausanne

Ottavio Cinquanta, President

Fredi Schmid, Director General