

INTERNATIONAL SKATING UNION

Communication No. 2138

FIGURE SKATING FRANKFURT SEMINAR JULY 1 – 8, 2018

1. RE-CERTIFICATION OF ISU AND/OR INTERNATIONAL TECHNICAL CONTROLLERS AND/OR TECHNICAL SPECIALISTS

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 2018 re-certification program.

To accommodate candidates recertifying as Technical Controllers or Technical Specialists in both Single and Pair Skating, the Pair Skating re-certification will be conducted after the Single Skating recertification seminar has been completed in order to accommodate both disciplines.

The ISU Vice President Figure Skating, the ISU Sports Directors Figure Skating and the respective ISU Technical Committee in cooperation with the ISU Secretariat will verify the eligibility of such persons. ISU 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, 2018**. 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, Olympic Winter Games as well as the Grand Prix of Figure Skating Final, 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 414, paragraph 4.c. 415, paragraph 4.c), Rule 417, paragraph 6, 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 2018 for re-certification.

Travel information

For re-certification Single Skating, Ice Dance, and Synchronized Skating:

Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;

Departure after 16:00 hours on Wednesday, July 4, 2018 (if not attending any other seminar).

For re-certification Pair Skating

Arrival should be in in time for the opening of the seminar at 18:00 hours on Wednesday, July 4, 2018.

Departure should be after 12:00 hours on Saturday, July 7, 2018

2. “NEW” INTERNATIONAL TECHNICAL CONTROLLERS AND/OR TECHNICAL SPECIALISTS

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

In 2018 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 2018 will be limited according to disciplines and according to experiences of service within their national events. The ISU Vice President Figure Skating, the ISU Sports Directors Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat will verify the eligibility of such persons.

ISU 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, 2018**. Late applications will not be accepted.

Candidates proposed as ‘new’ may be entered and accepted in only one discipline for the 2018 seminar.

Travel information

Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;

Departure after 16:00 hours on Saturday, July 7, 2018

3. PROMOTION TO BECOME AN ISU TECHNICAL CONTROLLER OR ISU TECHNICAL SPECIALIST

Technical Controllers/Technical Specialists currently listed as “International”, who fulfill the requirements of Rule 414 paragraph 3, a) ,b) and c) , Rule 415, paragraph 3 a), b) and c), respectively Rule 904 paragraph 3. a), b) and c), and Rule 905 paragraph 3, a), b) and c), 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 ISU Vice President, the ISU Sports Directors of Figure Skating and respective ISU Technical Committee in cooperation with the ISU Secretariat will verify the eligibility of such candidates. ISU 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, 2018**. Late applications cannot be accepted.

Travel information

Arrival by 18:00 hours on Monday, July 2, 2018;

Departure after 16:00 hours on Saturday, July 7, 2018

4. SYNCHRONIZED SKATING NATIONAL TECHNICAL CONTROLLERS AND/OR TECHNICAL SPECIALISTS

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 2018 Frankfurt seminar at their own cost. 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 ISU Vice President Figure Skating, the ISU Sports Directors of Figure Skating and the respective Technical Committee in cooperation with the ISU Secretariat will verify the eligibility of such persons.

ISU 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, 2018**. Late applications cannot be accepted.

Travel information

Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;

Departure after 16:00 hours on Wednesday, July 4, 2018

5. FIRST APPOINTMENT OF INTERNATIONAL JUDGES FOR SYNCHRONIZED SKATING

In line with ISU Rule 903 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 Synchronized Skating for those persons who might be nominated by their ISU Member provided the respective candidates fulfill the requirements of the above- mentioned Rules.

This ISU Seminar and ISU Examinations will be held from July 5 to 7 and will be conducted in the discipline of Synchronized Skating. This Seminar is the only ISU Seminar and ISU Examination for first appointment of International Judges in 2018.

The ISU Vice President Figure Skating, the ISU Sport Directors of Figure Skating and the Synchronized Skating Technical Committee in cooperation with the ISU Secretariat will verify the eligibility of such persons.

ISU 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 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, 2018**. 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 903, paragraph 1. e). consequences of not being successful in passing the written examination are stated.

Cancellation of the Seminar will occur should there be fewer than 6 candidates for “first appointment” as an International Judge in Synchronized Skating.

Travel information

Arrival by 18:00 hours on Wednesday, July 4, 2018;

Departure on Sunday, July 8, 2018

6. DATA and REPLAY OPERATOR SEMINAR for promotion to ISU

ISU Members wishing to nominate Data and Replay Operators must complete, on behalf of the candidate(s), the attached application form (Appendix F) 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, 2018**. Late applications cannot be accepted. All expenses will be for the ISU Member of the candidate or the candidates themselves. Should they attain an ISU recommendation, the ISU will cover the cost room & meals to the current 2018 Global Seminar

Travel information

Arrival by noon on Monday, July 2, 2018;

Departure after 16:00 hours on Saturday July 7, 2018

7. ISU JUDGES SEMINAR – GOE -5 to +5

In order to accommodate the Judges' education for the Grades of Execution being introduced, all Technical Committees will be conducting GOE Seminars.

Enrollment will be open to ISU Judges / ISU Referees ONLY. Those ISU Members not having Judges with the qualification of ISU will be allowed to send an International Judge. Each ISU Member may recommend 1-2 candidates to attend the seminars by using Appendix G. The final decision of acceptance will be made by the Vice-President of Figure Skating along with the Sport Directors and Technical Committees. Participants will be assigned to the specific seminars.

Singles & Pair Skating

Seminar 1:

July 1, 2018 to July 4, 2018

Seminar 2

July 4, 2018 to July 7, 2018

Ice Dance

Seminar 1:

July 1, 2018 to July 4, 2018

Seminar 2

July 4, 2018 to July 7, 2018

Synchronized Skating

Seminar 1 (only)

July 4, 2018 to July 7, 2018

Candidates attending the Recertification Seminars for Technical Controllers will only be considered for the Seminars beginning on Wednesday, July 4, 2018.

Candidates attending the Seminar will be required to conduct similar seminars for their ISU Member as soon as possible following the completion of the Global Seminar in Frankfurt. The report of the National seminar for the +5/-5 GOE should be sent to the respective Technical Committees with the list of the participants and their qualifications.

The application shall be submitted to the ISU Secretariat **no later than April 15, 2018**. Late applications cannot be accepted.

8. EXPENSE GUIDELINES

8.1 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.
- **Participants in the GOE Seminars**, for the duration of the individual seminar during the days as indicated in the travel information.

Candidates, whom must cover their expenses either through the ISU Member or themselves:

- Candidates for re-certification with the status "International"
- All participants of the seminar for new Technical Controller/Technical Specialists as indicated in Section 2
- International Technical Controller/International Technical Specialists for promotion, attending the

seminar as mentioned under Section 3. Only Candidates successful in passing the promotion exam may submit their expenses to the ISU for reimbursement for room and meals.

- Candidates for the Judges seminar for first appointment for Synchronized Skating.
- Candidates for Data & Replay Seminar. Only Candidates successful in in being promoted to ISU DRO may submit their expenses to the ISU for reimbursement for room and meals.
- Synchronized Skating National Technical Controllers and/or Technical Specialists

8.2 Travel Expenses

Only those candidates who are attending the seminar for **re-certification as ISU Technical Controller/ISU Technical Specialist and Participants in the GOE Seminar** 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 per person
- 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 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.

For all other participants, the full travel expenses of all candidates as accepted will be borne by the ISU Member concerned.

9. Travel Information for Arrival and Departure Dates

- a) Technical Controller/Technical Specialist Seminars – for re-certification Single Skating, Ice Dance, and Synchronized Skating:
 - Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;
 - Departure after 16:00 hours on Wednesday, July 4, 2018 (if not attending any other seminar).
- b) Technical Controller/Technical Specialist Seminar - for re-certification Pair Skating
 - Arrival should be in in time for the opening of the seminar at 18:00 hours on Wednesday, July 4, 2018.
 - Departure should be after 12:00 hours on Saturday, July 7, 2018
- c) “New” Technical Controller/”New” Technical Specialist Seminars:
 - Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;
 - Departure after 16:00 hours on Saturday, July 7, 2018.
- d) Technical Controller/Technical Specialist Seminars – for promotion purposes:
 - Arrival by 18:00 hours on Monday, July 2, 2018;
 - Departure after 16:00 hours on Saturday, July 7, 2018
- e) National Technical Controller/Technical Specialists Seminar for education purpose (SyS):
 - Arrival should be in time for the opening of the seminar at 18:00 hours on Sunday, July 1, 2018;
 - Departure after 16:00 hours on Wednesday, July 4, 2018.
- f) Data and Replay Operators Seminar:
 - Arrival by noon on Monday, July 2, 2018;
 - Departure after 16:00 hours on Saturday July 7, 2018.
- g) Judges Seminar for first appointment International for Synchronized Skating:
 - Arrival by 18:00 hours on Wednesday, July 4, 2018;

- Departure on Sunday, July 8, 2018.
- h) ISU Judges/ISU Referees GOE Seminar
Singles & Pair Skating, Ice Dance – Seminar 1
- Arrival by 18:00 hours Sunday, July 1, 2018,
 - Departure after 12:00 on Wednesday, July 4, 2018
- Single & Pair Skating, Ice Dance, – Seminar 2
- Arrival by 18:00 hours on Wednesday, July 4, 2018,
 - Departure after 12:00 on Saturday, July 7, 2018
- Synchronized Skating – Seminar 1
- Arrival by 18:00 on Wednesday, July 4, 2018,
 - Departure after 12:00 on Saturday, July 7, 2018.

Tubbergen,
January 15, 2018
Lausanne,

Jan Dijkema, President

Fredi Schmid, Director General