



2019-2020
INTERCOLLEGIATE HANDBOOK

General Competition Announcement
&
Technical Rules



GENERAL INFORMATION

Welcome to the 2019-20 Intercollegiate Skating season! This handbook serves as the announcement for all intercollegiate competitions.

2019-20 season highlights

- Intercollegiate Excel requirements chart was updated. Changes are underlined.
- Intermediate Plus was added.
- Dance levels were renamed to match National Solo Dance levels. There is no change to the dances in each level.
- Additional test level information is required on competition registrations.
- There are four sections following the split of the Eastern Section into the Northeast and South East.

Best of luck to all student athletes!

Overview:

Intercollegiate Skating competitions are U.S. Figure Skating non-qualifying competitions per Rule 1021 in the U.S. Figure Skating Rulebook. Full-time college students compete on behalf of their college or university. Skaters earn points for their team based on their individual results in a variety of events. The top five (5) teams at each sectional competition earn team points based on placement. The top four (4) teams in each section advance to the U.S. Figure Skating Intercollegiate Championships held each spring.

There are four sections – Northeast, Southeast, Midwest, and Pacific Coast. A section map can be found in [Appendix A](#).

Intercollegiate Skating is a program run by the Collegiate Subcommittee under the Programs and New Program Development Committee of U.S. Figure Skating. The mission of this program is to provide an opportunity for skaters to continue competing while in college. Skaters of all levels in singles and solo dance are welcome and encouraged to participate. Being part of an intercollegiate team also provides student athletes with leadership opportunities.

Dates:

The 2019-20 intercollegiate season will run from October 2019 to March 2020. The U.S. Figure Skating Intercollegiate Championships will be held March 27-29, 2020 in Minneapolis, MN.

Individual Eligibility & Test Levels:

Athletes must be eligible members in good standing with U.S. Figure Skating and may be members of the figure skating club of their choice or individual members. All participants will be expected to abide by the Code of Ethics (GR 1.01) and the Code of Conduct (GR 1.02) as set forth in the 2020 U.S. Figure Skating Rulebook.

Athletes must be currently enrolled as a full-time student, as defined by the institution they attend, as of the close of entry deadline for each event they intend to compete in. This pertains to both undergraduate and graduate students. Postdoc and medical residents are not eligible.

Athletes may compete **only** for the college or university at which they are enrolled full-time per Section 3063 in the U.S. Figure Skating Rulebook. Teams comprised of students from multiple schools are not permitted.



Skaters who also hold judging appointments may not compete and judge at the same competition.

All athletes may compete at their test level or one level above with the following exceptions:

- Athletes must have passed the required U.S. Figure Skating test(s) to compete in championship events. Skating up is not allowed for championship events.
- To compete in team maneuvers, athletes may compete at their test level or any higher level.
- To compete in international solo dance, athletes must have passed either their gold dance test or international dance test.
- An athlete who has not tested may enter Excel High Beginner or Excel Pre-Preliminary.
- An athlete who has not passed any dance test may enter Preliminary Pattern Dance.

Please refer to the “Quick Look” charts in [Appendix B](#) for more information on required test levels.

It is permissible for an athlete to enter the free skate and short program at different levels if the athlete qualifies for both.

Highest test passed is determined at close of entry date for each competition. Test level for dance may be either standard (partnered) or solo, whichever is achieved first. Adult dance and adult solo dance tests fulfill the testing requirements.

Skaters who have not passed any U.S. Figure Skating tests (ISI and foreign) must complete the online form [Request for Test Credit for Foreign Tests](#). Please make sure to check the box at the bottom of the indicating that the skater is applying for test credit in order to compete on an intercollegiate team. The chair of the Tests Committee will determine the level at which the athlete may enter (or begin testing). Please note that the decision may take up to 30 days and is final.

Athletes found to have misrepresented their test level will be disqualified even if the event has already been skated.

Team Registration:

All teams participating in intercollegiate competitions must register with U.S. Figure Skating by completing the [Intercollegiate Figure Skating Team Registration](#) form. There is no charge for this registration.

There is no minimum number of skaters required to form an intercollegiate team. One athlete may compete on behalf of their college or university.

Only one intercollegiate team may be registered per college or university.

Each team is required to have a SafeSport Chair who is SafeSport trained. This may be a coach or athlete. The SafeSport Chair must be identified by name and U.S. Figure Skating number on the Intercollegiate Team Registration Form. **Teams will not be allowed to register for competitions without a verified SafeSport Chair.** All athletes and advisors are encouraged to take the SafeSport training as well as review their school's policies regarding sexual harassment and hazing. *SafeSport training is available through www.usfsaonline.org. There is no cost to this training.

For more information, please visit the [U.S. Figure Skating SafeSport page](#).



Entries:

Each athlete may participate in a maximum of five events:

- One free skate
- One short program
- One team maneuver
- Two solo pattern dances, OR one solo pattern dance and one solo free dance

Each team may have a maximum of 30 starts including individual events and team maneuvers. Each team may have no more than five entries in any of the senior events, and no more than three entries in all other events. Please note – Championship Senior, Senior Short Program, and Excel Senior are each considered separate events. A team could have five entries in Championship Senior, five entries in Senior Short Program, and five entries in Excel Senior.

Each team may enter a maximum of 30 skaters. Not all skaters on the roster must be assigned to an event. Unassigned skaters may be used for substitutions.

Refund Policy:

Entry fees will not be refunded after the entry deadline unless no competition exists, starts are cut or the event is canceled. There will be no refunds for medical withdrawals.

Liability:

U.S. Figure Skating, Intercollegiate LOCs, and Intercollegiate Host Ice Arenas accept no responsibility for injury or damage sustained by any participant in intercollegiate competitions. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

EVENTS TO BE SKATED**Solo Pattern Dance**

The intercollegiate solo pattern dance is comprised of one pattern dance at each level. The specific dances to be skated and the number of required patterns are listed in the Intercollegiate Dance Rotations chart in [Appendix C](#). Music will be provided by the host school. Music will begin to fade out four measures after the last step of the dance. Please choreograph accordingly.

Ladies will skate the ladies' steps and men will skate the men's steps, no exceptions. Groups will not be separated by gender.

Athletes should start on the judges' side unless directed otherwise by the event referee.

Dances that are starred (*) in the dance rotation chart, may be double-paneled at the discretion of the chief referee to save time. Only dances with multiple groups of the same level may be double-paneled.

Solo Free Dance

For the 2019-20 season, Intercollegiate will use the 2019 National Solo Dance solo free dance requirements. The intercollegiate solo free dance requirements for each level can be found here in [Appendix D](#).

Groups will not be separated by gender.



Team Maneuvers

Team maneuvers consist of teams of three to seven athletes (any mix of male and female) from the same college or university. Each team earns one score for the execution of seven required elements. Each skater may perform no more than three elements. Each school may enter only one team at each level.

The team maneuver chart and description of the edge elements are found in [Appendix E](#). Descriptions of edge elements are found in [Appendix F](#). Additional guidelines for team maneuver elements are found in [Appendix G](#). In addition, video clips demonstrating edge elements are available [here](#).

Free Skate

Intercollegiate free skate events (High Beginner to Senior) follow modified Excel program requirements. Please make sure the current Intercollegiate Excel Chart is being used.

Please refer to the Intercollegiate Excel Chart in [Appendix H](#) for more information on required test levels.

Intercollegiate championship events follow the well-balanced program requirements for junior and senior (ladies and men). Only junior and senior championship events are offered at intercollegiate competitions. Well-balanced requirements can be found [here](#). Please note, there is no second half bonus for intercollegiate championship junior and senior.

Short Program

Intercollegiate short program requirements are modified from the standard competitive track. The Intercollegiate Short Program requirements are located in [Appendix I](#).

GENERAL COMPETITION RULES

SCHEDULE: Competitors may be scheduled on any day or time for the announced dates of the competition. Notification of competition and practice ice times will be available by email and online. A school will be allowed to indicate on its competition entry that a specific day conflicts with religious observation. This will be communicated to the Chief Referee for consideration when building the competition schedule. The request for consideration must be for the entire school (not individual skaters) and cannot be guaranteed. The no-refund policy will still apply if a skater cannot be accommodated.

Event Group Size

Intercollegiate sectional competitions – no group will exceed 12 skaters for singles and dance events. When there are greater than twelve skaters entered in a single event, the skaters will be split as evenly as possible into groups not exceeding twelve.

Intercollegiate Championships – no group will exceed 18 skaters for singles and dance events. When there are greater than 18 skaters entered in a single event, the skaters will be split as evenly as possible into groups not exceeding 18.

- All groups except Preliminary Dance are split at random with no consideration for school relationship.
- Preliminary Dance is split at U.S. Figure Skating headquarters by MIF level. The split will be included in the entry report provided to the chief referee and the accountant.



- Groups may be combined at the discretion of the referee if the number of entries falls to 12 (18) or fewer due to withdrawals more than seven days prior to the competition. (See Withdrawals for more information)

Start Orders

Start orders for all events will be by random draw and posted at the competition.

Warmup Group Size and Time

Singles and Dance

All warm-up group sizes are at the discretion of the referee with skater safety being the primary concern. The warmup for events with a small number of entries may be combined without regard to gender.

Below are recommendations:

EVENT	LEVEL	MAX WARMUP SIZE	WARMUP TIME
FS *	Pre -juvenile and below	8	4 min.
SP & FS	Juvenile and Intermediate	6	5 min.
SP & FS	Novice and above	6	6 min.
Solo Pattern Dance **	Bronze and below	10	1 min. w/o music, 1 min. with music
Solo Pattern Dance **	Pre-silver and above	8	1 min. w/o music, 1 min. with music
Solo Free Dance **	All	6	5 min. w/o music

* Warmup groups for intercollegiate skaters, pre-juvenile and below can typically be larger than for younger skaters.

**Per National Solo Dance Handbook.

Team Maneuvers warmup will consist of a one-minute stroking warmup for all skaters on the ice at the start of the event. Warmups for each element in team maneuvers will be 30 seconds in length.

Judging System

The [6.0 judging system](#) will be used for all events at intercollegiate competitions.

Accountants: For free skate, short program and solo dance, judges will give two marks. For team maneuvers, judges will give one mark *per team*.

Singles Event Names

Per Section 6021 of the U.S. Figure Skating Rulebook, the title "men" or "ladies" will apply to all intercollegiate singles events.

Music

Vocal music is allowed for free skate, short program and free dance. It is highly recommended the host clubs use an electronic music upload system. Skaters are responsible for having a backup CD available rink side during their event. Only one track should be on the file or CD and it must start at the beginning.

Host clubs may use EntryEeze for a nominal fee per skater (www.entryeeze.com) to manage music uploads or they may use the following instructions for uploading music electronically. The chief accountant will provide the host club with a starting order approximately six days prior to



the start of the competition so downloaded music can be placed in order. Alternatively, Google Forms can be used for electronic music upload. Instructions are available below.

[Electronic Music Upload Instructions](#)

Length of competition

Intercollegiate competitions should not start earlier than 7:30am and should finish by 10:00 pm if possible (5:00 pm on Sunday) to avoid overworking officials who are also volunteers.

Competition schedules are ultimately up to the discretion of the chief referee. If there is a large number of entries and only one sheet of ice available, the competition may need to begin Friday evening.

Teams that qualify for U.S. Intercollegiate Team Figure Skating Championships should be aware that the competition will take place all day Friday – Sunday with potential practice ice on Thursday.

If the number of entries exceeds the ice time and/or officials' availability, the following method will be used to reduce the length of the competition.

Reduce the number of starts per team using the ranked starts from 21 – 30 submitted at registration. The reduction method will be used until the remaining entries can be scheduled within the allotted time.

Remove the 30th start for all teams. Starts 1-29 will be used to build the competition schedule. If not all the starts can be accommodated, the 29th start for all teams will be cut. This continues until the number of starts can fit into the allotted competition time.

Refunds due to cancelled events or reduced starts will be refunded to the team by U.S. Figure Skating within 21 days of the decision.

Note – once starts are removed and the schedule is published, starts will not be added back for any reason, no exceptions. This includes withdrawals for injury; however, regular substitution rules will still apply. Likewise, starts cannot be traded between skaters on the same team. Please see FAQ for examples.

Skaters who were cut will remain on the competition roster and may be used for substitutions as appropriate. These skaters will also receive credit for determining eligibility for U.S. Intercollegiate Championships.

OFFICIAL NOTICES: An official bulletin board will be maintained at Intercollegiate Competition Registration Desks. It is the responsibility of each competitor and coach to check the bulletin board frequently for any schedule changes and/or additional information. Skaters are requested to arrive 45 minutes prior to the scheduled time of their event. A tentative schedule of events will be posted prior to the competition.

Awards

Medals will be awarded to places 1st through 3rd in each event. Team trophies may be awarded for team maneuvers in lieu of individual medals.

Substitutions, Additions, and Changes

All substitutions, changes and/or additions must be completed using the [Request for Intercollegiate Team Roster Change Form](#).



Substitutions to a team's roster must be completed by 3pm MT Thursday prior to the start of competition under the following conditions:

- Withdraw of skater is for medical reasons only
 - Attach all necessary documentation to assist in the review process
 - Substitution of the withdrawn entry can only be made into the exact same event and level as originally entered (i.e. Junior Championship, or Preliminary Dance)
 - Replacement skater must be qualified for that level and already approved for the competition
 - Only skaters entered on the team roster entered at the time of Event registration can be pulled and named as a replacement skater
- Additions or changes to the roster are not permitted after the close of entries; this includes changes to levels or events entered.
 - No late entries will be accepted after the registration deadline for any reason.
 - Points will only be awarded to athletes who compete the competition. No points will be awarded to an athlete who withdraws for any reason, under any circumstances. U.S. Figure Skating and the Vice Chair for Intercollegiate Skating have the authority and responsibility to enforce this rule.

POINTS

Individual Points

Points are awarded to all skaters who compete. Championship Junior and Senior, and International Dance events earn two additional points per placement.

	7 OR MORE SKATERS	6 SKATERS	5 SKATERS	4 SKATERS	3 SKATERS	2 SKATERS	1 SKATER
1st	7 points	6 points	5 points	4 points	3 points	2 points	1 point
2nd	6 points	5 points	4 points	3 points	2 points	1 point	
3rd	5 points	4 points	3 points	2 points	1 point		
4th	4 points	3 points	2 points	1 point			
5th	3 points	2 points	1 point				
6th	2 points	1 point					
7th & lower	1 point						

Ties

In the case of a tie, skaters will share available points. For example, competitors tied for 1st place in a group of ten will each earn 6 ½ points (7 points for first plus the 6 points for second).

Withdrawals

The number of athletes in an event will be based on entries as of **seven days prior to the start of the competition**. Withdrawals after this date will NOT affect the number of points.



Accountants: Skaters who withdraw > seven days before the event should not appear on the starting orders or judging sheets. For withdrawals within seven days of the event, show the skater as withdrawn from the event so they appear on results as withdrawn.

Qualifying Points

A college or university's qualifying points from each of the three intercollegiate sectional competitions within their section will be added together. The four teams with the highest total qualifying points in each section will qualify for the U.S. Intercollegiate Team Figure Skating Championships. Any individual athlete from a qualifying team who has competed in at least two intercollegiate conference competitions is eligible to represent the team at U.S. Intercollegiate Team Figure Skating Championships, should the team qualify. Athletes on qualifying teams may compete in any events for which their test level qualifies them.

Tie Breaker – if two or more teams are tied for a place in points, the following tiebreakers will be used, in this order:

1. The team that had placed higher overall at MORE competitions during the season wins the tie.
2. If a tie still exists, the cumulative point totals the team members earned throughout the season wins the tie.

	Qualifying Points Earned
1st	5 points
2nd	4 points
3rd	3 points
4th	2 points
5th	1 point

REGISTRATION

Teams register for each competition by completing the following:

- [Intercollegiate Competition Roster](#)
- [Intercollegiate Competition Entry Form and Payment Form](#)

Deadlines are listed in each announcement and are at midnight MT. No exceptions.

All singles and dance events are \$65 per event.

Team maneuver events are \$75 per team.

Entry fees must be paid on one credit card and must accompany the entry form. Registrations submitted without proper funds will be returned and NOT accepted unless prior arrangements have been made with U.S. Figure Skating Athlete Development Manager.

Once the entry deadline has passed, no refunds will be issued.



NOTE – Email the U.S. Figure Skating Athlete Development Manager If technical difficulties are experienced with entry submission. No entries will be accepted after the close of entries if you did not reach out prior to close of entries. **No exceptions!**

WAIVERS

For skaters or teams that are not able to meet the competition requirement to compete at U.S. Intercollegiate Figure Skating Championships may apply for a waiver. The Vice Chair of Intercollegiate Skating will determine whether or not the waiver will be granted in conjunction with the National Vice Chair of the Collegiate Skating Subcommittee and U.S. Figure Skating Programs Manager. All waivers must be submitted by March 1st, 2020. No late submissions will be considered.

Individual Athletes

An individual athlete on a qualifying team, who has competed in at least one intercollegiate sectional competition, may apply for a waiver to be able to compete with his or her team at the U.S. Intercollegiate Team Figure Skating Championships.

To request an [individual athlete waiver](#), the team must submit the appropriate online form.

Only one submission per team will be accepted; please have all necessary documents in hand when filling out the forms. The request must state the reason why the athlete was unable to participate in every competition they did not compete at with documentation supporting that reason (i.e. doctor's note for illness or injury, transcript for study abroad). Acceptable reasons include but are not limited to, injury, illness, mandatory exams, conflicting U.S. Figure Skating qualifying competitions, etc. The Vice Chair for Intercollegiate Competitions will review all submissions and determine whether the waiver will be granted in conjunction with the National Vice Chair of the Collegiate Skating Subcommittee. Decisions will be determined within 2-5 business days after the submission deadline.

Note: Waiver requests will not be accepted from any athlete who has not competed in at least one (1) intercollegiate competition during the season. Skaters must have competed in at least one event. There will be no exceptions.

Teams

Teams wishing to qualify for the U.S. Intercollegiate Team Figure Skating Championships must compete in all three intercollegiate sectional competitions within their section. If a team was not able to attend a competition for reasons that include but are not limited to, weather problems or mandatory exams or attendance at the 2020 U.S. Synchronized Skating Championships, the team may wish to apply for a waiver.

The team will be required to document the reasons it was unable to send any representatives to the competition. To apply for this waiver, it is mandatory that the team compete in at least two intercollegiate sectional competitions.

To request a [team waiver](#), the team must submit the appropriate online form.

Even if the waiver is granted, the team will still receive zero points for the omitted competition. Only the points earned in the events the team participated in will be counted toward qualification to the U.S. Intercollegiate Team Figure Skating Championships.

Byes

Automatic byes to the U.S. Intercollegiate Team Figure Skating Championships are not granted for any reason.



CONTACT INFORMATION:

LOC chair and chief referee contact information for each individual competition is located within the competition's announcement. Each competition announcement is listed on the [Intercollegiate Team Skating Page](#).

U.S. Figure Skating Headquarters:

Sarah Arnold (Manager, Athlete Development):
sarnold@usfigureskating.org 719-228-3422

Leslie Graham (Senior Director, Synchronized Skating & Skating Programs):
lgraham@usfigureskating.org 719-228-3414

U.S. Figure Skating Committee Structure:

Suzanne Schlecht (National Vice Chair, Collegiate Skating Subcommittee):
suzanneschlecht@yahoo.com 920-960-5577

Scott Brody (Vice Chair of Intercollegiate, Collegiate Skating Subcommittee):
sbrody93@gmail.com 847-207-1710

FREQUENTLY ASKED QUESTIONS

Q1. I passed all my dances through gold on the solo track and am now retesting on the standard track. I have competed 2 of the 3 gold dances on the standard track. Am I eligible to enter pre-gold solo pattern dance since I have not completed gold on the standard track?

A1. No. Test level is determined by passing *either* solo dance or standard dance, whichever occurs first. Your official test record at U.S. Figure Skating will indicate that the gold level has been passed so you are eligible to compete at gold or up to international.

Q2. I would like to form an intercollegiate team with skaters from several small colleges in our geographic area. Is that permitted?

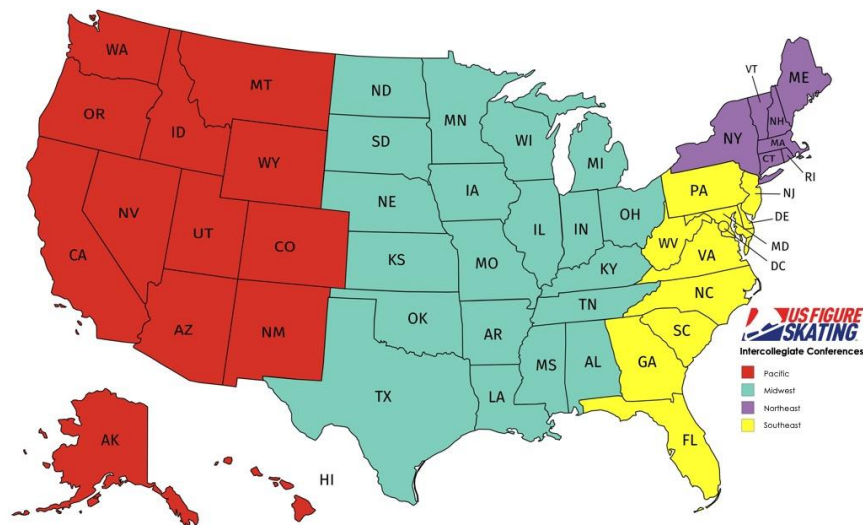
A2. No, unfortunately combination teams are not allowed. Section 3063 in the U.S. Figure Skating Rulebook states that all intercollegiate skaters must represent the college or university at which they are enrolled full time.

Q3. I am currently enrolled full-time at a College A that does not have an intercollegiate team. I take one class at University B that does have a team. University B's Rec Sports Department allows part-time students to join its club sports. May I compete on behalf of University B's intercollegiate team?

A3. No, although this is allowed for synchronized skating, it is not allowed for intercollegiate skating per Section 3063 of the U.S. Figure Skating Rulebook.



Appendix A. [Map of Intercollegiate Sections](#)



Created with mapchart.net ©

Appendix B. [Quick Look Eligibility Requirements](#)

FREE SKATE AND SHORT PROGRAM - SINGLES EVENTS: Athletes are allowed to skate at their highest test level passed or skate up one level higher, with exceptions for the Championship events, where skating up is not allowed, and High Beginner and Pre-Preliminary, which a no-test skater may enter.

SOLO PATTERN DANCE EVENTS

Athletes may skate at their highest **complete** test level passed (**solo or standard**), or skate-up to one level higher with the exception of Preliminary which a no-test skater may enter. Athletes skating at the international level must have passed at least the gold dance test. Passing a level means passing **ALL** of the dances in that level, regardless of track. For example, a skater who has passed the 14-step and Foxtrot, but not the European Waltz, has passed the BRONZE dance test. Athletes may compete a maximum of two solo pattern dances OR, one solo pattern dance and one solo free dance.

SOLO FREE DANCE EVENTS:

Athletes are allowed to skate at their highest test level passed, or one level higher. Passing a level means passing **ALL** of the dances in that level, regardless of track. For example, a skater who has passed the 14-step and Foxtrot, but not the European Waltz, has passed the BRONZE dance test. Athletes may compete a maximum of two solo pattern dances OR, one solo pattern dance and one solo free dance.

TEAM MANEUVER EVENTS:

A team is comprised of 3 - 7 athletes. There are no minimum tests required; however, athletes may not compete on a team that is BELOW the test level they have passed. A skater may not skate more than 3 elements

In order to enter a U.S. Figure Skating Intercollegiate Competition, athletes must be:

1. A current member of U.S. Figure Skating
2. A full-time student, as defined by the college or university they attend
3. Test-eligible for the event(s) they enter as of the entry deadline for each event

The team contact person is responsible for ensuring that every athlete listed on their roster and meets all of the requirements. If a skater is found at any point to be entered in an incorrect level, U.S. Figure Skating or the chief referee of the event has the right to disqualify them from the event, without a substitution or a refund.

Appendix C. [Intercollegiate Pattern Dance Rotation](#)

Appendix D. [Intercollegiate Solo Free Dance Chart](#)

Appendix E. [Team Maneuvers Element Chart](#)

Appendix F. [Description of Edge Elements](#)

Appendix G. [Team Maneuvers Additional Guidelines](#)

Appendix H. [Intercollegiate Excel Free Skate Chart](#)

Appendix I. [Intercollegiate Short Program Chart](#)

HELPFUL HINT TO TEAM CONTACTS: As a team contact person, you may not have the ability to use the Members Only site, www.usfsaonline.org to check other members' records. Only a member can access their record. HOWEVER, you can do the following:

1. When a skater joins your team ask them to provide the following:
 - U.S. Figure Skating Membership #
 - Date of membership expiration
 - Home club
 - Highest test passed in each discipline
 - Date of highest test passed in each discipline
2. Ask them to log on to their own account, select "Member Profile" from the home screen, then select "Skate Test History".
 - Have them e-mail you a screen shot of that page. It will show their tests passed, the date they were passed, their member #, home club and expiration date.
3. If you cannot get the member to do that, call or e-mail the Member Services Dept. at U.S. Figure Skating to verify the skater's membership status highest test passed. You will need the correct spelling of their name. Please allow at least 72 hours for a response (longer over a weekend or holiday).

E-mail: memberservices@usfigureskating.org

Phone: (719) 635 – 5200 (8:00am – 4:30pm, Mountain time)

