



Event Announcement

**2018 Skate Canada Synchronized Skating Championships
Oshawa, Ontario**

February 23 – 25, 2018

The 2018 Skate Canada Synchronized Skating Championships to be held under the direction of Skate Canada and hosted by Skate Canada – Ontario will be held from Friday, February 23 to Sunday, February 25, 2018.

The technical information concerning eligibility and requirements coincides with the Regional Championships from the Novice to Senior levels. See the Skate Canada CPC Regulations for specific rules governing events run in the CPC System. See also synchronized skating-specific technical packages, ISU communications and clarifications under Technical on the Info Centre.

Additional event details for participants will be posted on the Skate Canada Info Centre as they become available.

Public information can be found on the Skate Canada website (www.skatecanada.ca). The final schedule will be posted on the Skate Canada website following the completion of the 2018 Synchronized Skating Regional Championships.

Should there be any questions, please email 2018sys@skatecanada.ca.

Terry Sheahan

A handwritten signature in black ink, appearing to read 'Terry Sheahan'.

Senior Director, Marketing and Events

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General Information

Competition & Practice Rink

Tribute Communities Centre

99 Athol Street East

Oshawa, Ontario

L1H 1J8

Telephone: 905.438.8811

<http://www.tributecommunitiescentre.com/>



Rink Dimensions		
Competition Rink	Main Bowl	200 feet x 85 feet
Practice Rink	Rink #2	200 feet x 85 feet

Teams

Stay to Play at the 2018 Skate Canada Synchronized Skating Championships

Teams that compete in the 2018 Skate Canada Synchronized Skating Championships are required to book their hotel rooms through Skate Canada's housing provider, HTG, in order to compete in the Championships. This applies to all teams that choose to stay in a hotel.

Teams are not permitted to book their hotels outside of the housing link, even for approved hotels. When booking outside of the housing providers link Skate Canada is not able to track your booking and your team will not be permitted to compete in the Championships.

Friends and family are not required to stay in the hotels identified by the housing provider but are welcome to book as a part of the team reservation.

Please use this [link](#) to register your team with your email address. Once you have submitted that you will immediately receive an email with direct access to all host hotel information and rates and will be able to complete your booking at one of the host hotels. There are more than enough rooms to meet the needs of all participating teams, however you are encouraged to book early to ensure you can get your first-choice hotel.

Questions? Please email us at 2018sys@skatecanada.ca.

Competition Schedule

The tentative competition schedule is posted on the Skate Canada website (www.skatecanada.ca) Every effort will be made to minimize changes to the schedule, however, the final schedule will be posted in the same location following the completion of the 2018 Skate Canada Regionals, and is subject to change.

A finalized schedule of events and practices will be provided to each team at registration on-site and will be posted on the Skate Canada website (www.skatecanada.ca).

Information for double entry skaters:

Should a schedule conflict arise between a practice time and event time, it is up to the skater, coach and team manager to decide what takes priority. The host committee may not manipulate the official start orders or start times to accommodate competitors who are skating on more than one team.

Entry Information

Submission of Entries/Online Registration/Withdrawals

Failure to meet the deadlines outlined in Chart 1 below, may result in a \$25 administration fee added to the entry fee.

Regional Hosts

Regional Host Section submit their Nationals Entry List using the template provided by Skate Canada, no later than 48 hours (midnight EST) following the completion of their Regional Championship. (See Chart 1 below for exact dates for each Region.)

Please note that the listing of Coaches, Choreographers and Team Managers should be those associated with the Team throughout the season, not necessarily those who are attending Nationals.

Regional Hosts are asked to use the excel template provided to enter their complete entry list – it contains drop down menus that can only be accessed if the information is entered electronically. Please do not handwrite and submit the entry list.

Team Managers

Team Managers will also have 48 hours (midnight EST) following the completion of their Regional Championship to complete their Team Registration Forms. (See exact dates listed in Chart 1 above.)

Only those skaters whose names are listed on the Team Registration Form for the Regional Championships will be allowed to compete in the Skate Canada Synchronized Skating Championships. No substitution or addition shall be allowed. The team size ranges permitted in each category are listed below:

- ◆ Novice, Intermediate and Open: 12-16 skaters (+ 4 alternates)
- ◆ Junior and Senior: 16 skaters (+ 4 alternates)

January 26, 2018 THIS ANNOUNCEMENT IS SUBJECT TO CHANGE

The following are the forms that must be completed by the deadlines outlined in Chart 1:

- ◆ Team Registration Form
 - ◆ Please note that **Payment of Entry Fees** will be required to complete this Form. Please have a valid credit card ready, as the last section of this form is a Payment page.
- ◆ Entry Fees are as follows:
 - ◆ Team Fee: \$250
 - ◆ Fee per Skater: \$31
- ◆ Short Program Planned Program Sheet (Junior and Senior only)
- ◆ Free Program Planned Program Sheet
 - ◆ Planned Programs Sheets must be submitted online by **February 15, 2018**

Note: If there are changes to your Planned Programs after your submission, **please complete a new submission**. Your newest submission will be used. Planned Program Sheets will NOT be accepted on-site. Any significant changes can be communicated to the Technical Representative.

Detailed instructions for the Team Registration Form, as well as the Athlete Waivers will be posted on the Skate Canada [Info Centre](#). Please familiarize yourselves with the Athlete Waivers to answer any questions your skaters may have.

Please be mindful of errors when filling out these forms, accuracy of information is **very important**. Once you fill out each form you will receive a copy of your submission. Please review to ensure it is correct. If there is an error, please let Cameron Shaw know right away at 2018sys@skatecanada.ca.

Skaters

Skaters will have 48 hours (midnight EST) following the submission of the Official Entry List to complete their individual registration. See exact dates listed above.

- ◆ Athlete Waivers

Detailed instructions for the Athlete Waivers will be posted on the Skate Canada [Info Centre](#).

Chart 1

Item	Deadline	Notes
Regional Entry List (Atlantic and Mountain)	January 31, 2018	48 Hours after Regionals Provided by Regional Contacts
Online Registration Forms (Atlantic and Mountain)	January 31, 2018	48 hours after Regionals Provided by Team Managers
Athletes to fill in Athlete Waivers (Atlantic and Mountain)	February 2, 2018	96 hours after Regionals Provided by Athletes
Regional Entry List (Quebec and Prairie)	February 7, 2018	48 Hours after Regionals Provided by Regional Contacts
Online Registration Forms (Quebec and Prairie)	February 7, 2018	48 hours after Regionals Provided by Team Managers
Athletes to fill in Athlete Waivers (Atlantic and Mountain)	February 9, 2018	96 hours after Regionals Provided by Athletes
Regional Entry List (Ontario)	February 14, 2018	48 Hours after Regionals Provided by Regional Contacts
Online Registration Forms (Ontario)	February 14, 2018	48 hours after Regionals Provided by Team Managers
Athletes to fill in Athlete Waivers (Ontario)	February 16, 2018	96 hours after Regionals Provided by Athletes
Planned Programs	February 15, 2018	If Team Managers can provide before this date, please do so.
Medical Certificates for Withdrawals	March 8, 2018	10 Days Post Event

Withdrawals/Refunds

Refunds for medical withdrawals will be processed after the event with proper notification and a copy of a medical certificate. This documentation must be sent to the national office no later than one week following the event start date. All refund requests will be subject to a \$25 administrative fee.

Refunds will only be considered for teams withdrawing from the event. There will be no refunds for individual skater withdrawals.

Accreditation Guidelines and Procedures

Maximum Number of Accredited Individuals

- ◆ Five individuals may be accredited per team and can include coaches, team managers, integrated support personnel (IST as defined below) and chaperones.
- ◆ A maximum of two (2) coaches can be included as part of the 5 accredited individuals and are subject to the requirements as outlined in [Skate Canada Domestic Events Accreditation Procedure](#)
- ◆ The names of the individuals requiring accreditation must be included in the competition online registration process. Late applications may not be accepted.
- ◆ A maximum of two (2) coaches may stand at the boards either at the entrance to the ice or at the exit (Kiss & Cry).
- ◆ One alternate (skater) will stand at the entrance to the ice.
- ◆ The team manager and other alternates must stand in the exit area (Kiss & Cry).
- ◆ Chaperones will be allowed in the dressing rooms ONLY and do not have rinkside access during practice and competition (including the Kiss & Cry area). Access may be adjusted by the Technical Representative depending venue set up and logistics.
- ◆ Section Chairs, Section Executive Directors, Section Technical Directors and Section Synchronized Skating Coordinators will not count towards the five individuals that a team can accredit.
 - ◆ **These must be requested via the Blank Others List Template provided.**

Coaches

- ◆ Only registered Skate Canada Professional Coaches In-Good Standing with the required NCCP status as per the [Coach Accreditation Policy for Qualifying Events](#) will obtain a “Coach” accreditation for this event. Please note: coaches must have an in-good standing status during the entire event to obtain an accreditation tag.
- ◆ Individuals accredited as skaters who are also coaching at this event must be registered Skate Canada Professional Coaches in Good Standing and have at least a NCCP National Coach in-training or trained status to be granted a coach accreditation for this event.
- ◆ Non-resident coaches are required to have a valid screening done from their country of residence and must email this information to Skate Canada at least two weeks prior to the event by emailing 2018sys@skatecanada.ca A valid screening is required to obtain accreditation privileges at all Skate Canada events.

Integrated Sport Team (IST)

Teams may request accreditation privileges from Skate Canada for Integrated Support Team Professionals (IST). Integrated Support Team Professionals (IST) are defined as athlete development experts that support coaches and athletes/teams in areas of sport sciences and sport medicine and who have one of the following professional designations:

- ◆ Medical Doctor
- ◆ Physiotherapist: member of the Canadian Physiotherapy Association (CPA)
- ◆ Athletic Therapist: Certified by the CATA

- ◆ Sport Psychologist: must be a psychologist: (i) licensed by and in good standing with their provincial governing body; and/or (ii) a member in good standing of the Canadian Sport Psychology Association
- ◆ Registered dietician
- ◆ Strength & Conditioning Coach: NSCA-CSCS

These must be requested via the Blank Others List Template provided.

On-Site Registration & Accreditation

Team registration for skaters, coaches and team managers will take place at the Tribute Communities Centre- *Team Entrance* starting Thursday, February 22, 2018.

Registration Hours (Subject to Change)		
Location	Date	Hours of Operation
Tribute Communities Centre – <i>Team Entrance</i>	Thursday, February 22	16:00 – 21:00
	Friday, February 23	07:00 – 17:00
	Saturday, February 24	08:00 – 17:00
	Sunday, February 25	09:00 – 12:00

- ◆ Teams must register before their official practice session immediately prior to the first portion of their event, in accordance with Skate Canada Qualifying Competition Handbook 625 (8 a.).
- ◆ A total of five individuals may be accredited per team (coaches, team managers, integrated sport team and chaperones) with a maximum of two coaches.
- ◆ The names of all individuals requiring accreditation **MUST** be included on the online event registration form (see registration instructions for step-by-step details). Additional accreditation tags will not be printed onsite, so it is important that all attending individuals are registered properly.
- ◆ There will be no photos on accreditations this season.

Music

Standard Music Specifications – 2017/2018

All music used must be in the public domain or covered by the performing rights societies.

Competitors who have music composed specifically for their programs either wholly or in part, are responsible for obtaining a written release from the composer for the use of such music on radio and/or television or appropriate clearance from the performing rights societies.

ENTRIES WILL BE REFUSED IF THE MUSIC INFORMATION ON THE ONLINE REGISTRATION FORM IS NOT COMPLETE, PARTICULARLY THE NAMES AND COMPOSERS OF THE MUSIC SELECTIONS.

Music Requirements

Each entry must provide two CDs for the competition upon registration, one for competition - marked "Master" and one for back up - marked "Copy".

Standard Specifications for CDs

1. Only one program shall be recorded on each CD.
2. Team's name followed by music time (not skating time) shall be clearly printed on side one of the CD.
3. Each CD shall be enclosed in a plastic case marked with the team name, program type – short or free, and total music time.

Event Information

Post-Event Segment or Event

Draws following the first segment will be conducted in the draw area (TBD).

Practice Ice

All teams will have regularly scheduled official practice times throughout the competition schedule.

Novice: Minimum 10 minutes official practice on competition ice surface.

Intermediate: Minimum 12 minutes official practice on competition ice surface.

Open: Minimum 12 minutes official practice on competition ice surface.

Junior: Minimum 10 minutes official practice for short program and 12 minutes for free program.

Senior: Minimum 10 minutes official practice for short program and 15 minutes for free program.

At the official practices for Short Program and Free Skating, the competitive music of the team will be played twice, each time without interruption.

Category	Practice time	Program Music Played at	
		1 st music	2 nd music
Novice	10 minutes	1 min 30 seconds	6 min
Intermediate	12 minutes	1 min 30 seconds	7 min
Open	12 minutes	1 min 30 seconds	7 min
Junior & Senior Short	10 minutes	1 min 30 seconds	6 min

Junior Free	12 minutes	1 min 30 seconds	7 min
Senior Free	15 minutes	1 min 30 seconds	8 min

No other music will be played during the official practice segments.

Off –Ice Warm Up

Team warm-up time will be scheduled and developed as part of the dressing room schedule and will be distributed to teams through the [Info Centre](#).

Problems During a Performance

The Ice Level Referee may ask a team alternate to go onto the ice during a performance, to retrieve any objects that have dropped onto the ice (hair accessories, etc.) so that a performance does not have to be interrupted and so that there is no danger to the skaters. To this end, it is requested that each team, where possible, have an alternate dressed with skates on and skate guards off available at the entrance area during the team's performance.

Victory Ceremonies

Awards will be presented following the completion of final events on Saturday and Sunday.

Medals will be presented to the skaters of the first, second and third-place teams. Medals will be presented or available to the skaters including alternates, that are registered and included on the Team's Official Registration Form for the National Championship.

Only those team members in properly tied skates will be allowed on the ice to accept their award. No shoes or crutches will be allowed on the ice surface.

Accidents/Liability

Skate Canada and the volunteer team undertake no responsibility for damages or injuries suffered by skaters. As a condition of and in consideration of their entries in these Championships, all competitors and their parents or guardians shall be deemed to agree to assume all risks or injuries to the competitor's person and property resulting from, or caused by or connected with, the conduct and management of the competitions and to release any and all claims they may have against the officials, Skate Canada, the volunteer team and against their officers and their entries shall be accepted only on these conditions.

Choreographer Authorization

In accordance with ISU Rule 131, choreography presented and used by the competitor must be fully cleared and authorized for public use and television broadcast and rebroadcast throughout the world without further clearances or payments of any kind being required on the part of the ISU, Skate Canada or the relevant television networks or broadcasters. A choreographer clearance is included as part of the online entry.

General Regulations

Marking System

The Cumulative Points Calculation System will be used for all categories at the 2018 Skate Canada Synchronized Skating Championships.

Judging of Novice, Intermediate and Open free programs will be:

- ◆ Each team will skate its free program twice. Final results will be based on the combined results of both skates as per the following factors:
 - ◆ The first portion of the event, the total score of the free program will be multiplied by a factor of 0.5. In the second portion of the event, the total score of the free program will be multiplied by a factor of 1.0.
- ◆ The skating order for the second free program will be seeded, based on the results of the first program, in the same manner as an event with a short and free program component.
- ◆ The second mark (program components) will be used to break a tie in both free programs.

Note: for the Junior and Senior categories, if two or more teams have the same result, the total technical score will break the tie in the short program. The program component score will break the tie in the free skating. If these results are also equal, the teams concerned will be considered as tied (Rule Book Skate Canada Competitions).

Draws

Starting Orders

(1) STARTING ORDER FOR THE FIRST PART OF AN EVENT:

The skating order shall be determined by a random draw in each event with the following exception: should a short program and free program constitute one event, the starting order for the free skating program shall be determined from the results of the short program as follows:

(2) STARTING ORDER FOR SUBSEQUENT PART OF AN EVENT:

As soon as possible after the determination of the results of the preceding part, the referee or assistant referee, in the presence of at least one team shall divide the teams for the draw for the next succeeding part (in the order in which they finished in the previous part) into the smallest possible number of equal groups. ([Conduct of an event](#)). If the number of teams is not equally divisible, the last group to skate (and as many preceding groups as necessary) must contain one more team than the first group. The lowest placed group must skate first, the next lowest second and so on. However, in the event of ties, these procedures shall be followed:

(a) TIES (Scoring of Skate Canada Competitions):

If two or more teams have the same result, the Total Technical Score will break the tie in the short program and the Program Components Score will break the tie in a free skate program. If these results are also equal, the teams concerned will be considered as tied.

(b) SIZE OF PRECEDING GROUP:

When tied teams are drawn in the same group, the immediately preceding group will be smaller by the number of teams so added to the following group.

(c) MAXIMUM SIZE OF WARM-UP GROUPS:

In the event one or more tied teams are included in the same group, the maximum number permitted to warm-up may exceed by one team. However, if the maximum number permitted is exceeded by two or more teams, the group in question shall be divided into two sub-groups.

Reference Documents

The following reference documents are available on the Skate Canada Info Centre under Technical*:

- ◆ [2017-2018 Synchronized Skating Technical Handbook](#)
- ◆ [2017-2018 Synchronized Skating Technical Program Requirements](#)
- ◆ [Technical Information and Clarification Guide](#)

** Please visit this area of the website often to stay up-to-date on any additions or clarifications.*

Services

Doping Control

Doping tests are currently not planned for the 2018 Skate Canada Synchronized Skating Championships. It is possible that the Canadian Centre for Ethics in Sport (CCES) representatives may do post competition or random testing as part of their regular testing protocols.

Medical Services

Medical services for athletes competing at the 2018 Skate Canada Synchronized Skating Championships include rinkside emergency coverage during all practices and competition. There will be a medical room at the Tribute Communities Centre with physiotherapy services available upon request. For more information about other medical services available, athletes can contact the medical room at the arena.

Transportation

Airport Pick-Up and Drop-Off

Airport transfers to and from the airport will be provided for working officials only.

Teams (skaters, coaches, team managers, etc.) are responsible for their own transportation to and from the airport upon arrival and departure.

Event Transportation

Transportation between the **Tribute Communities Centre and the Holiday Inn Express & Suites** will be arranged for working officials only.

Teams (skaters, coaches, team managers, etc.) are responsible for their own transportation to/from the Tribute Communities Centre.