



# **Greater Chicagoland Fall Invitational Wagon Wheel Figure Skating Club**

**Sanctioned by U.S. Figure Skating  
September 10 – 13, 2020  
Mt. Prospect Ice Arena  
1501 Feehanville Drive, Mt. Prospect, IL**

The Greater Chicagoland Fall Invitational will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the current rulebook, as well as any pertinent updates that have been posted on the U.S. Figure Skating website. The Greater Chicagoland Fall Invitational and Mt Prospect Ice Arena will comply with all federal, state, and local regulations concerning COVID-19 in effect at the time of the event. More information can be found at <https://www.usfigureskating.org/coronavirus>.

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules, and who are currently registered member of a U.S. Figure Skating member club, a collegiate club or who is an individual member in accordance with the current rulebook. Please refer to the current rulebook for non-U.S. Citizens.

## **ELIGIBILITY/TEST LEVEL:**

Test level: Competition level is the highest test passed as of the entry deadline, in the discipline the skater is entering. Entrants may skate up to two levels above that for which they qualify, but they may not skate down in any event.

Age restrictions/requirements: Singles free skate events (Well Balanced Program) have the following requirements.

Juvenile: Girls – 12 years or younger; Boys – 13 years or younger  
Open Juvenile: Girls – 13 years or older; Boys – 14 years or older  
Intermediate must be under the age of 18  
Adults must be 21 years or older

Skaters entering pre-juvenile and lower events will be divided as closely as possible by age, should the number of entries warrant more than one group.

**Singles events will be conducted as follows:**

If fewer than 25 athletes enter an event, there will be only one group, with a Free Skate only for Juvenile and a combined Short Program + Free Skate for Intermediate – Senior.

If more than 24 athletes enter an event, skaters will be divided into groups as follows:

- 25 – 36 entries: 2 groups
- 37 – 54 entries: 3 groups
- 55 – 72 entries: 4 groups
- 73 – 90 entries: 5 groups
- 91 – 144 entries: 6 groups

**Juvenile:** Each skater will compete a Free Skate program only, in whichever group they have been assigned to.

**Intermediate – Senior:** All skaters in all groups will skate a combined Short Program + Free Skate = Total Score.

**Final rounds and overall placements:** There will be no final rounds.

**EMS REGISTRATION:**

Entries will accepted via [EMS](#) with credit card only. Each transaction is subject to a 3% credit card fee.

Registration Deadline: **08/01/20 at 11:59pm ET**

Late Registration Deadline: **08/05/20 at 11:59pm ET. Late entries will be accepted only at the discretion of the Chief Referee and require a \$50 late fee. Entries are not refundable. Any change in events after the August 1, 2020 deadline is subject to a \$50 change fee.**

1. Go to [www.usfsaonline.org](http://www.usfsaonline.org)
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate Member number and password
  - a. If you need assistance with your member number and password, contact Member Services at [memberservices@usfigureskating.org](mailto:memberservices@usfigureskating.org).
3. Click the blue EMS button then “Competition Registration”
4. Choose Greater Chicagoland Fall Invitational from the list of competitions.
  - a. If you need assistance completing your registration, contact [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org).

**FOREIGN SKATERS:**

Non-U.S. skaters intending to register for this competition must set up a non-member account prior to registering for the competition ([click here for HOW TO](#)). This can be done by choosing the “Non-Member? Create Account” option on the [Members Only](#) login page.

**PARTNERED EVENTS - PAIRS:**

Only one partner needs to complete registration for the team. During the registration process, you will be asked to identify your partner and verify their test information. The registered partner will be responsible for managing all aspects of the competition for the team including music/PPC upload, practice ice sales, etc.

**REFUND POLICY:** Entry fees will not be refunded unless no competition exists or the event is canceled. There will be no refunds for medical withdrawals and admin fees are not refunded.

**SCHEDULE:** Competitors may be scheduled on any day or time for the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available.

**FACILITIES:** The competition will be held at Mt. Prospect Ice Arena, 1501 Feehanville Rd, Mt. Prospect, IL 60056 (224-443-4370). The facility has two ice surfaces (200' x 85') with seating for 450 in each arena and a café. Limited locker rooms will be available for use. Competitors are asked to arrive at the arena prepared to skate. No admission fees will be charged.

### **EMS MUSIC UPLOAD:**

**DEADLINE: 8/25/2020, 11:59 pm ET or \$25 late fee assessed**

Competitors participating in events with music are required to upload their music to EMS no later than **8/25/2020, 11:59 pm ET**. After this date, skaters will be locked out of this feature and subject to a **\$25 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

**EMS SKATER MUSIC UPLOAD HOW TO:** [CLICK HERE](#)

*If you need assistance, email [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)*

All music must meet the following criteria. If you have questions about what format you have, please contact your coach and get a new version of your music that meets the criteria listed below.

### **MUSIC CRITERIA:**

- File Format: MP3
- Bit Rate: 192 kbps or higher and Sample Rate: 44,100 kHz
  - This will be verified by the music chair and they may request you upload a corrected file
- Leaders and trailers (the silence or "dead space" before and after the actual start and end of the program music) may not exceed two (2) seconds. We prefer that there be NO leaders or trailers at all. Excessive leaders and trailers may disrupt the playing of the music during competition.

Competitors must also bring a copy of their competition music on CD as a backup in case of technical difficulties and must be available rink side during the competition. Only CDs (standard CD-R format only) will be accepted for backups and must be clearly marked with the competitor's name, event, and running time.

### **EMS PLANNED PROGRAM CONTENT (PPC) – IF IJS:**

**DEADLINE: 8/25/2020, 11:59 pm ET or \$25 late fee assessed**

Competitors participating in IJS events must submit their PPC in EMS by **8/25/2020, 11:59 pm ET**. After this date, skaters will be locked out of this feature in EMS and subject to a **\$25 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

**EMS PPC UPLOAD HOW TO:** [CLICK HERE](#)

*If you need assistance, email [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)*

**LIABILITY:** U.S. Figure Skating, Wagon Wheel Figure Skating Club, and Mount Prospect Ice Arena accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

**ONSITE REGISTRATION:** Registration will be open one hour before the first event and run through the last event of the day. The registration table will be located in the lobby of the Mt. Prospect Ice Arena. Please register promptly upon arrival.

### **LOCKER ROOMS AND CHANGING AREAS:**

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes 11 years old and younger that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy and the SafeSport Handbook (both found on the U.S. Figure Skating SafeSport page).

**PRACTICE ICE:** All practice ice will be available for purchase online through the EMS Skater Portal. A timeline for practice ice sales periods will be available for viewing on the Competition Information page of your skater portal.

**PHOTO/VIDEO:** All free skate and short programs will be professionally videotaped. A video of your event is included in your entry fee. Details will be available at the registration desk.

Note, per U.S. Figure Skating policy, photographing and/or recording of anyone other than your own skater is strictly prohibited. Please refer to the Basic Ice Usage and Skater Etiquette Information document found in the Club Resource section of Member's Only.

**AWARDS:** Awards will be presented to all competitors. Trophies or medals will be awarded for 1<sup>st</sup> through 4<sup>th</sup> place and all competitors will receive a placement ribbon.

**OFFICIAL NOTICES:** An official bulletin board will be maintained in the lobby of the Mt. Prospect Ice Arena. It is the responsibility of each competitor, parent 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.

**TEST CREDIT:** Skaters who meet the requirements for test credit may request their test credit forms at registration. Pre-registration before the event is required and a fee of \$15 (check or cash) applies. Requests made after the event has concluded but before the end of the last event of the competition require a \$25 fee. No requests can be honored after the conclusion of the competition. Forms must be picked up at the registration desk prior to the end of the competition.

#### **IMPORTANT NOTICE FOR ALL COACHES:**

To be a credentialed coach at a sanctioned nonqualifying competition, coaches must meet the compliance requirements listed below and verified by U.S. Figure Skating.

With EMS, a coach must be included within a skater's registration or updated through their EMS Skater Portal via "My Coaches." All coaches declared at the time of registration will be included on the skater's registration confirmation email. Note: there is no registration approval process within EMS as the data (membership and test level) is tied to the U.S. Figure Skating database. Non-compliant coaches will receive automated email reminders through the start of the competition.

#### **EMS Coach Resources**

- [My Competitions](#)
- [My Skaters](#)
- [Coach Schedule](#)

#### Coach/Choreographer (domestic/non-foreign):

- Must be a current full member of U.S. Figure Skating either through a member club or as an individual member.
- If 18 years or older, must submit information for, proper payment of \$30 and successfully pass a background check. \*
  - The background check will be valid for two seasons, the one in which it was completed plus one additional.
- If 18 years or older, must complete annual SafeSport Training. \*
  - The training will be valid for 365 days from the date of completion and there is no cost for the training/certification.
- Must complete the Professional Coach/Choreographer Coaching Education Requirement (CER) through the [Professional Skaters Association \(PSA\)](#).
- Must submit proof of general liability insurance with limits of \$1 million per occurrence/\$5 million aggregate.
- Must agree to the U.S. Figure Skating Code of Ethics. \*
- Must complete three waivers: 1) Assumption of Risk, Waiver and Release and Indemnification Agreement, 2) Medical Consent and 3) Name Likeness Release and Consent Agreement. \*
- If attending a qualifying competition or traveling as part of Team USA and/or International Selection Pool (ISP), must be a full member of the [Professional Skaters Association \(PSA\)](#).

#### Learn to Skate USA Coach:

- Must be a current full member of U.S. Figure Skating either through a member club or as an individual member OR Learn to Skate USA instructor membership.
- If 18 years or older, must submit information for, proper payment of \$30 and successfully pass a background check. \*
  - The background check will be valid for two seasons, the one in which it was completed plus one additional.
- If 18 years or older, must complete annual SafeSport Training. \*
- The training will be valid for 365 days from the date of completion and there is no cost for the training/certification.

- Learn to Skate USA Instructor Certification completed OR U.S. Figure Skating compliance coach (details above).

\* Accessible via U.S. Figure Skating Members Only Website:

[www.usfsaonline.org](http://www.usfsaonline.org) → Person Icon or Account → Member Profile → Compliance

Foreign Coach/Choreographer:

- Required to present the LOC with a letter from their federation verifying they are a member in good standing.

All coaches are verified through the U.S. Figure Skating database who are approved to receive a credential at the competition. Coaches will need to check in at the event registration desk and show a government issued photo I.D. to receive a credential.

If a coach cannot provide a photo I.D. and is not on the list or cannot produce the necessary documents, he or she will not be allowed a credential. There can be no exceptions to this policy.

For more information regarding Coach Compliance, please visit the [Coaches Requirements Chart](#).

**CONTACT INFO:** If you have questions, please contact [GCFI2020@gmail.com](mailto:GCFI2020@gmail.com).

**ADDITIONAL INFORMATION:**

**Hotel:** A block of rooms are available at the Hampton Inn & Suites by Hilton, 1 Randhurst Village Drive, Mt. Prospect, IL 60056. Call the hotel's reservation department at 800-445-8667 or 947-590-1860 between 7:30am and 7:30pm Monday-Friday. You must use the group code **WWF** when making your reservation. (Standard Room \$109, Suite \$129 plus tax.) Reservation must be made by August 9, 2020.)

**Events Offered and Entry Fees:**

SEE CURRENT RULEBOOK OR U.S. FIGURE SKATING WEBSITE FOR CURRENT RULES AND REQUIREMENTS

U.S. FIGURE SKATING EVENTS				
SINGLES	JUDGING	1 <sup>st</sup> EVENT	2 <sup>nd</sup> EVENT	3 <sup>rd</sup> + EVENT
<a href="#">Excel Free Skate</a> (Beginner thru Senior)	6.0	\$130	\$130	\$130
<a href="#">Short Program</a> (Juvenile)	IJS	\$145	\$55	\$55
<a href="#">Well Balanced Free Skate</a> (No Test thru Preliminary)	6.0	\$130	\$130	\$130
<a href="#">Well Balanced Free Skate</a> (Pre-Juvenile, Juvenile, Open Juvenile)	IJS	\$145	\$145	\$145
Combined – <a href="#">SP</a> & <a href="#">FS</a> (Intermediate thru Senior)	IJS	\$190	\$190	\$190
<a href="#">Adult Singles Free Skate</a> (Adult Pre Bronze, Bronze)	6.0	\$130	\$130	\$130
<a href="#">Adult Singles Free Skate</a> (Adult Silver, Gold, Masters Int/Nov, Masters Jr/Sr)	IJS	\$145	\$145	\$145
PAIRS	JUDGING	1 <sup>st</sup> EVENT	2 <sup>nd</sup> EVENT	3 <sup>rd</sup> + EVENT
<a href="#">Free Skate</a> (Pre. Juv.-Intermediate)	IJS	\$145	\$145	\$145
Combined (Novice-Senior) – <a href="#">SP</a> & <a href="#">FS</a>	IJS	\$190	\$190	\$190
SPECIALTY	JUDGING	1 <sup>st</sup> EVENT	2 <sup>nd</sup> EVENT	3 <sup>rd</sup> + EVENT
<a href="#">Compulsory Moves</a> (No Test–Juvenile)	6.0	\$55	\$55	\$55
<a href="#">Jumps Challenge</a> (Beginner–Juvenile)	6.0	\$55	\$55	\$55
<a href="#">Spins Challenge</a> (Beginner–Juvenile)	6.0	\$55	\$55	\$55
<a href="#">Excel Compulsory Moves</a> (Excel Beg.–Excel Prelim.)	6.0	\$55	\$55	\$55