



Testing with Triangle Figure Skating Club

Thank you for your interest in testing with the Triangle Figure Skating Club (TFSC). Below, please find our testing policies and procedures.

1. Registration. All TFSC test applications are processed online through the Entryeze system. You can access Entryeze by clicking [here](#).

- a. Please make sure your membership is current prior to registering for a test session.
- b. Testing skaters should plan to be available for any of the listed ice times when they register for the test.
- c. When registering for a test session, please take care to sign up for the correct test. Please verify which test you should register for with your coach prior to registration.
- d. Your coach will be prompted by the Entryeze system to verify that you have registered for the correct test.
- e. Any changes in incorrect test entry may be subject to additional entry fees based on the test fee schedule. Refunds of excess test fees for an incorrect test entry will also be granted by TFSC based on the fee schedule.

2. Out-of-Club Fees. Non-TFSC club members will be assessed an out-of-club fee in addition to the applicable testing fee at the time of registration.

3. Late Applications. The TFSC test committee may accept test applications beyond the published application deadline in its sole and absolute discretion. Where late applications are accepted, TFSC will assess a late fee of \$40.

4. Fees not Refundable. All test registration fees, out-of-club fees, and late fees are non-refundable except as noted in this document.

- a. **Test Cancellations.** TFSC reserves the right to cancel all or a portion of a test session for any reason, including the following: 1) receipt of 20 or fewer test applications by the published application deadline; 2) inclement weather; 3) unsuitable rink ice conditions; 4) insufficient judging panel; and 4) other unforeseen circumstances. If TFSC cancels all or a portion of a test session, registered skaters may request a refund within 10 days of the cancellation notice, in which case the skater will be refunded the registration fee, and, if applicable, the out-of-club fee and late fee(s). If a skater does not request a timely refund, the test fee and out-of-club fee will be retained by TFSC and applied toward the skater's next test registration (late fees will be refunded). If no suitable make-up test option can be achieved within six months from the date of cancellation, TFCS will refund the registration fee, and if applicable, the out-of-club fee.
- b. **Inability to Accommodate Test.** TFSC will make every effort to accommodate all tests for which it receives applications. In the event that TFSC is unable to accommodate a test for which a skater has registered, TFSC will refund the skater's application fee, and, if applicable, your non-member and late fee(s).



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- c. **Injuries / Medical or Special Conditions.** No refunds will be given, but skaters with a documented medical injury/illness may have a credit for another test session within one year of the original test date.

5. Members of Other Clubs Testing with TFSC. All members of other clubs wishing to test at TFSC must present a letter of permission via email to the TFSC test committee denoting that the skater is in good standing with his/her home club and eligible to take the test for which the skater registered. Skaters who do not present a letter of permission to the test committee by the test date may not be permitted to test with TFSC at the discretion of the testing committee.

6. Scheduling Priority. The TFSC test committee has the sole and absolute discretion to set test schedules. Tests will be accommodated on a space & judge available basis in the order of date/time stamped entry with the following priority:

- a. If a Gold panel (Junior/Senior) or High Dance panel is available, these tests will be given first priority: TFSC home club members, then TFSC associate members, then Non-members.
- b. On occasion, usually prior to Singles/Pairs/Dance Regional/Sectional and/or Synchro qualification deadlines, qualifying skaters may be given priority over other testing skaters at the sole discretion of the TFSC test committee.

For all other tests the following priority applies:

- TFSC home club members have first priority
- TFSC associate members have second priority
- Non-members have third priority
- Late registrations of any membership category if space permits.

Test registration will remain open until 11:59 ET of the application deadline. Entries will then be sorted by priority and reviewed by the TFSC test committee. Registrants whose test cannot be accommodated will be notified within three days following the close of registration.

7. Attire. Skaters must be neatly dressed in skating attire for all tests. Skate leggings/pants, competition unitards, or skating dresses/skirts may be worn for all tests. Close-fitting warm-up jackets, and gloves may be worn for Moves in the Field tests.

9. Arrival and Departure time. While we endeavor to adhere to the published test schedule, skaters should be prepared to take the ice at least 45 minutes prior to their scheduled warm-up group time. Skaters should be advised that time is included in the schedule to permit re-skate of test elements at the discretion of the judging panel. If this time is not utilized, the test session may run ahead of schedule, in which case the test proceeds in the order of the listed tests. The TFSC test committee is not obligated to hold a warm-up group or lengthen an ongoing warm-up to accommodate a tardy skater. Skaters should plan to stay at least 30 minutes following their tests to receive results.

10. Ice Monitor Volunteers: Test Sessions cannot run properly without the assistance of club volunteers. The TFSC test committee may request parents who will be present during the test session to assist with ice or music monitoring for the test session. These requests will be issued at least 3 days before the test date. Volunteers will be asked to 1) staff the ice-entry door during the test session; 2) track skaters



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needed for a subsequent test or warm-up groups; 3) keep track of the time each test starts. Volunteers for music monitor may also be requested to play Free Skate selections for that portion of the test. Volunteers will receive credit towards their club volunteer service hours.

11. Tests offered During Club or Freestyle Ice. From time to time, TFSC may conduct single-judge panel tests (usually Pre-Preliminary MITF, Pre-Preliminary FS, Preliminary MITF, Preliminary FS, and test critiques) during club ice or freestyle ice. Coaches requesting such a test session must verify a minimum of five testing candidates before the TFSC test committee can recruit a judge and appropriate ice time.

For tests that are conducted during freestyle ice please be aware of the following:

- a. Skaters may be responsible for paying for the rink-sponsored ice sessions during which you are testing (this fee is not included in the test registration fee). Skaters must show proof of payment for ice time to the club ice monitor when they arrive at the rink so that the ice monitor can admit the skater to the ice. Skaters testing on Club Ice will have their ice fee waived.
- b. Skaters will be issued a yellow fabric belt or a vest to wear during your test so that other freestyle skaters can identify that the testing skater is in a test.
- c. Skaters may warm-up during tests preceding their own but must communicate frequently with the ice monitor so that the skater's test may be performed on time.
- d. If skaters are scheduled to skate early in a test session being held on club or freestyle ice, the skater should warm-up during the earlier freestyle session so as to be ready to test on time.