



November 10-12, 2023
Synchro Fall Classic hosted by Glacier Falls FSC
Great Park Ice and Five Point Arena

I. COMPETITION OVERVIEW

The Synchro Fall Classic will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#), and/or current Compete USA handbook as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules.

Skaters must be a 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. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

COMPETITION REGISTRATION:

Entry deadline: October 20, 2023, at 11:59pm ET

Roster deadline (last day teams may make a change to their competition roster) October 23, 2023, at 11:59pm ET

II. ELIGIBILITY

Synchronized Skating:

For synchronized skating teams, moves-in-the-field test requirements are as of the entry deadline.

OUR COMMUNITY:

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

NON-DISCRIMINATION:

U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program received, investigates and addresses allegations of discrimination or harassment throughout its membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (*GR 1.01*) and Code of Conduct (*GR 1.02*), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit www.USFigureSkating.org/SkateSafe or email SkateSafe@USFigureSkating.org.

EVENTS OFFERED:

[Program requirements for the events listed below can be found here: usfigureskating.org – Skate – Compete – Program Requirements](http://usfigureskating.org – Skate – Compete – Program Requirements)

SYNCHRONIZED SKATING	JUDGING	Team Fee	Skater Fee
Aspire 1	6.0	\$325	\$0
Aspire 2	6.0	\$325	\$0
Aspire 3	6.0	\$325	\$0
Aspire 4	6.0	\$325	\$0
Preliminary	IJS	\$570	\$0
Pre-Juvenile	IJS	\$570	\$0
Open Juvenile	IJS	\$570	\$0
Juvenile	IJS	\$570	\$0
Intermediate	IJS	\$570	\$0
Novice	IJS	\$570	\$0
Junior Combined (Short & Free)	IJS	\$1,140	\$0
Senior Combined (Short & Free)	IJS	\$1,140	\$0
Senior Elite 12 Combined (Short & Free)	IJS	\$1,140	\$0
Collegiate	IJS	\$570	\$0
Adult	IJS	\$570	\$0
Masters	IJS	\$570	\$0
Open Collegiate	6.0	\$365	\$0
Open Adult	6.0	\$365	\$0
Open Masters	6.0	\$365	\$0

COMPLIANCE:

For full details about participant compliance requirements, refer to the U.S. Figure Skating SkateSafe® webpage: <https://www.usfigureskating.org/skatesafe#compliance>.

COACHES and TEAM PERSONNEL

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

Each team will receive a maximum of four coach credentials and two team service personnel credentials, as well as one credential for each skater on the competition roster. To receive a credential at the competition,

team personnel (coaches and team service personnel) and any mandatory athletes must meet all compliance requirements for the current season.

All team personnel and skaters who will need to receive a credential must be listed in the Team Portal for the competition (Team Personnel for coaches and team managers; Competition Roster for skaters and alternates).

The local organizing committee/club will have a list of team personnel who are cleared for a credential at the competition. Team personnel will need to check in at the event registration desk and show a government issued photo ID to receive a credential. Team personnel who are **NOT** on the list will need to show proof of compliance, as required by your role with the team, and a photo ID at check-in.

If a team personnel cannot provide a photo ID and is not on the list or cannot produce the necessary documents, he or she will not be allowed a credential – *no exceptions*. We strongly urge all team personnel to have their compliance cards with them. Non-credentialed coaches will not be permitted in the designated coaching area at rink side during events, including practice sessions. Non-credentialed team personnel will not be permitted in any team designated areas.

The local organizing committee/club will also have a list of mandatory athletes who are cleared for a credential at the competition. Mandatory athletes will not be required to check-in independently from the team, but the athletes' credentials should be pulled, and the team flagged for review at check-in. Any mandatory athlete that cannot provide proof of SafeSport completion will not be allowed a credential or participation in the competition – *no exceptions*. We strongly urge all team managers and mandatory athletes to maintain a copy of proof of compliance with them at the time of check-in.

Coaches must be included within a skater/team's registration or updated through their EMS Skater Portal via "[My Coaches](#)" or "Team Personnel." All coaches declared at the time of registration will be included on the 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 (SYS or TOI only):

[Team Management Guide](#)

MANDATORY ATHLETES

Athletes age 18+ as of the competition start date who will be competing on a team (i.e., synchro, ice dance, pairs, shadow dance, theatre, etc.) with at least one Minor Athlete must complete SafeSport™ Training. *

Minor athletes who turn 18 mid-season are encouraged to seek parental consent to take the online SafeSport™ Training early to avoid any disruptions in their ability to participate as the training is required upon turning 18. The athlete will not be compliant until they have completed the training and their Members Only portal reflects completion. Please email skatesafe@usfigureskating.org for instructions or questions regarding parental consent.

III. REGISTRATION INFORMATION

ONLINE REGISTRATION VIA EMS (Synchro and TOI teams):

All teams are required to register online via the U.S. Figure Skating Event Management System (EMS). Anyone listed as a team manager or coach for a team in their Members Only Team Profile will be able to access the registration system. Registration for the competition is not considered final until online payment has been received. Online payment via credit card is the only form of accepted payment for registration in EMS.

1. Go to <https://m.usfigureskating.org>.
2. Use your personal member number and password to login.
3. Click the **BLUE** "EMS Event Management System" button.

4. Choose "Competition Registration – Teams" from the menu.
5. Select the team you would like to register for competition.
6. Click the REGISTER NOW button next to your competition's name.
NOTE: Only the competitions for which your team(s) are eligible will appear.
7. Walk through the on-screen registration process which will include:
 - a. Team Verification: Confirm the team's information is accurate.
 - b. Registration Overview: Review general information about the competition.
 - c. Event Selection: Confirm the event you are registering the team for is accurate.
 - d. Competition Roster Selection: Click the "**Add Skaters**" link. The screen will display all skaters listed in your Main Roster. Check the box next to each skater's name to add them to the competition roster.
 - e. Coach Information: Click the "**Add Coaches**" link. The screen will display all coaches listed in your Team Profile. Check the box next to each coach's name to add them. Only the coaches who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add coaches who are listed in your Team Profile.
 - f. Team Service Personnel Information: Click the "**Add Team Service Personnel**" to add attending team service personnel. The screen will display team managers and team service personnel listed in your Team Profile. Check the box next to each name to add them. Only the team service personnel who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add team service personnel who are listed in your Team Profile.
8. Payment via credit card will be required to complete your registration as it is the only accepted form of payment for registration in EMS. Registrations are not considered complete until an invoice confirmation via email has been received. A 3% processing fee will be assessed at check-out.
NOTE: Payment must be submitted individually for each team's registration. If you are planning on registering multiple teams in a short period of time, it is recommended that you contact your credit card company to prevent anti-fraud systems from being activated.

FOREIGN SYNCHRO AND THEATRE ON ICE TEAMS:

Additional steps are required to complete your registration. For a full guide to registering foreign teams, [CLICK HERE](#). Email productsupport@usfigureskating.org if you require assistance.

MUSIC SUBMISSION/UPLOAD:

EMS MUSIC UPLOAD: Competitors participating in events with music are required to upload their music to EMS no later than **October 29, 2023, at 11:59pm ET**. After this date, skaters will be locked out of this feature and subject to a **\$20 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

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rinkside whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode and volume turned to maximum.

PLANNED PROGRAM CONTENT (PPC) SUBMISSION/UPLOAD – FOR IJS EVENTS ONLY:

EMS PLANNED PROGRAM CONTENT (PPC) – Competitors participating in IJS events are required to submit PPC in EMS no later than **October 29, 2023, at 11:59pm ET**. After this date, skaters will be locked out of this feature in EMS and subject to a **\$20 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

REFUND POLICY

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

LIABILITY:

U.S. Figure Skating, Learn to Skate USA®, Glacier Falls FSC and Great Park Ice and Five Point 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.

IV. COMPETITION DETAILS

FACILITIES:

Great Park Ice & FivePoint Arena
888 Ridge Valley, Irvine, CA 92618
<https://www.greatparkice.com>

The competition arena is an NHL sized rink (200' x 85') with slightly rounded corners and full circle seating. The facility has a full-service restaurant and a snack bar. There is ample bus parking on site at the facility.

LOCKER ROOMS AND CHANGING AREAS:

TEAM LOCKER ROOMS:

The designated team coach, team manager, team service personnel and athletes competing at the skating event are allowed in the Locker Rooms/Changing Area designated for their team. The team coach, team manager, and team service personnel should remove themselves from the Locker Room/Changing Area while any Minor Athlete(s) are actively changing or undressing. All Locker Rooms/Changing Areas will be monitored. If any concerns arise, immediately contact the Locker Room/Changing Area monitor. If there are concerns regarding this policy, an athlete should change prior to arriving at the competition. The use of any recording and photographic devices inside a Locker Room/Changing Area is strictly prohibited. Any violation of this policy is punishable under the U.S. Figure Skating SkateSafe® policy and U.S. Figure Skating Rulebook.

U.S. FIGURE SKATING TRAVEL POLICY:

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport a Minor Athlete one-on-one and Two-Deep Leadership requirements must be adhered to at all times during In-Program travel, by transporting at least two minors or a second Adult Participant. An Adult Participant cannot share a hotel room or other sleeping arrangement with a Minor Athlete(s). Full details of the SkateSafe® Travel Policy and any exceptions can be found starting on page 12 of the [SkateSafe® Handbook](#).

OFFICIAL WEBSITE & UPDATES:

It is the responsibility of each competitor, parent and coach to check EMS or www.glacierfalls.com frequently for any schedule changes and/or additional information pertaining to the competition.

ADMISSION: Admission for spectators is \$15 per day or \$25 for all event passes.

SCHEDULE

Competitors may be scheduled on any day or time during 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.

PRACTICE ICE:

For practice ice / private ice rentals on Wednesday or earlier, contact Alex Bernhard at Great Park ICE to reserve and purchase | (949) 774-1609 | ABernhard@therinks.com.

Once the competition schedule has been completed, teams will be notified by e-mail of official practice ice (Junior and Senior only) and unofficial practice ice that is available on Thursday through Sunday at Great Park ICE, along with pricing and scheduling instructions. Thursday through Sunday practice ice at Great Park ICE is coordinated by Don Rabbitt, donald.rabbitt@gmail.com.

Additional ice may be available before and during the competition at the following Rinks facilities. The Rinks – Anaheim ICE (approximately 15 miles away) and can be reserved and purchased by contacting Stacy Witt at 714-535-7465 / Switt@therinks.com. The Rinks -Yorba Linda ICE and The Rinks – KHS Ice Megan Hammon, MHammon@therinks.com , 714-692-8776 ext. 28.

ONSITE CHECK-IN:

Registration/Check-in will begin one hour before the first event on Friday,

November 10th and close at the last event of the competition. The check-in table will be located in the lobby of Rink 4 at The Great Park Ice facility. One team representative should register on behalf of the team as soon as the team arrives at the competition. Coaches, team managers, and team service personnel must register separately to receive their credential.

If you are participating in a role requiring compliance, please be sure to [download or print your compliance card](#) to verify your compliance status on-site, if requested. If you believe your compliance card does not accurately reflect your compliance status, please contact skatesafe@usfigureskating.org at least 2 business days prior to the competition for assistance.

AWARDS:

Medals will be awarded for 1st through 4th place for all team members and may be picked up by one team representative at the check-in table after results are posted online.

PHOTO/VIDEO:

Photography will be provided by <http://cynthiaslawterphotography.com>. Team photos will be taken of each team immediately upon exiting the ice during each segment of the competition. Photos can be pre-purchased online or on-site during the competition.

Videos will be provided by <https://www.coronadoproductions.net> and can be purchased online or on-site during the competition. **Live streaming of the entire event will also be available for purchase.**

ADDITIONAL INFORMATION:

A block of rooms has been reserved for this event at two different Ayres Hotels. The group rate for each property is \$179.00 and includes breakfast, free wifi, and free parking.

Ayres Hotel Laguna Woods

24341 El Toro Road, Laguna Woods, CA 92637 949-588-0131 X403

Ayres Hotel & Spa Mission Viejo

28951 Los Alisos Boulevard, Mission Viejo, CA 92692 949-305-7200

Rates: Deluxe King: \$179.00 / Deluxe Queen: \$179.00

Transportation: We recommend Karmel Transportation for your ground transportation needs.

<http://www.karmel.com/bus-coach>

Phone: 888.995.7433

Email to: marc@karmel.com

Food/entertainment:

In addition to the restaurant and snack bar within the Great Park Ice & FivePoint Arena, there are several restaurants (fast-food and sit down) nearby in the Woodbury and Spectrum sections of Irvine.

Disneyland resort is 16 miles from the arena - Knott's Berry Farm is 22 miles from the arena - Newport Beach is 12 miles away - The Outlets at Orange is 12 miles away - South Coast Plaza is 10 miles away - Irvine Spectrum is 4 miles away.

CONTACT INFORMATION:

For questions, please contact the following individuals:

Competition Chair:	Russ Scott	russcott@gmail.com
Competition Co-Chair	Janice Dutnall	jdutnall@hotmail.com
Chief Referee:	Karin Sherr	ksherr@tjisl.edu
Practice Ice Chair:	Don Rabbitt	donald.rabbitt@gmail.com