

This event is a standard U.S. Figure Skating Nonqualifying Competition



Cardinal Classic 2024 and Compete USA

Hosted by the Skating Club of Northern Virginia
Sanctioned by US Figure Skating
May 31 – June 2, 2024

Register Online through EMS by April 15, 2024

<https://m.usfigureskating.org/competition/33946>

I. COMPETITION OVERVIEW

The Cardinal Classic 2024 and Compete USA will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#) and Compete USA handbook as well as any pertinent updates 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 Learn to Skate USA member, 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.

THEATRE ON ICE EVENTS: Theatre on Ice – Preliminary through Senior; Adult; Adaptive -- has a separate registration portal through EMS and sanction. Click [here](#) for the announcement specific to regular TOI events. Compete USA TOI teams should register with the Compete USA events, as listed in this announcement. Production teams should register with the Showcase events, as listed in this announcement.

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2024 EXCEL SERIES: This competition has been approved as a 2024 Excel Series host. Skaters must register to participate in the Excel Series prior to competition at designated competitions in order to have their points recorded and seen in standings. [Excel Series Registration](#) | [Excel Series Information](#)

II. ELIGIBILITY:

Singles: Excel and Well-Balanced Events:

- Skaters must meet at least the minimum singles test requirements for the event's level. A skater's singles test level may be higher than the minimum requirement.
 - o Skate Up: skaters may skate up one level higher than their minimum test requirement allows.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete's competitive floor is set by one of the following scenarios:
 - o If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
 - o If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the "floor" set by their excel series entry.
 - o If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to information sheet [HERE](#) or email events@usfigureskating.org.

All other singles and partner events:

- Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

EVENTS OFFERED:

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

This event will follow program requirements for the 2023-2024 season.

SINGLES	JUDGING	1st Event Price	2nd Event Price
Excel Free Skate (Preliminary Plus, Pre-Juvenile Plus, Juvenile Plus, Intermediate Plus; Juvenile - Senior)	IJS	\$195	\$125
Well Balanced Short Program	IJS	\$195	\$125
Well Balanced Free Skate (Pre-Preliminary – Senior)	IJS	\$195	\$125

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Adult Free Skate (Adult Bronze – Master Jr/Sr)	IJS	\$195	\$125
PAIRS	JUDGING	1st Event Price	2nd Event Price
Adult Pairs Free Skate	6.0	\$200	\$200
SHOWCASE	JUDGING	1st Event Price	2nd Event Price
Emotional Performance (No Test – Senior, Adult)	CJS	\$195	\$125
Choreographic Artistry (Pre-Juvenile - Senior)	CJS	\$195	\$125
Lyrical Pop (No Test - Senior, Adult)	CJS	\$195	\$125
Character Performance (No Test - Senior, Adult)	CJS	\$195	\$125
Comedic Impressions (No Test - Senior, Adult)	CJS	\$195	\$125
Duets (No Test – Senior, Adult)	CJS	\$195	\$125
Mini Production Ensemble	CJS	\$425	\$425
Production Ensemble	CJS	\$425	\$425
COMPETE USA EVENTS	JUDGING	1st Event Price	2nd Event Price
Snowplow Sam-Basic 6 Program w/ Music	6.0	\$80	\$40
Aspire 1-4 Program w/ Music	6.0	\$145	\$85
Excel Free Skate (Pre-Preliminary – Preliminary)	6.0	\$145	\$85
Adult 1-6 Program w/ Music	6.0	\$80	\$40
Adult Free Skate (Beg. – Pre-Bronze)	6.0	\$145	\$85
Snowplow Sam – Basic 6 Elements	6.0	\$80	\$40
TOI/CE (1 - 4)	6.0	\$200	\$200

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 receives, 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](#).

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

COMPLIANCE:

COACHES

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.

If limited number of coach credentials per athlete/team, include here (i.e., ONE coach credential per registered athlete; four coaches per registered team).

With EMS, 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:

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

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:

EMS REGISTRATION – SINGLES AND PAIRS:

Online registrations will be accepted via [EMS](#). Payment must be made at the time of registration by credit card only. Each transaction includes a 3% transaction fee.

Registration Deadline: April 15 at 11:30 pm ET. However, the LOC reserves the right to close entries early if maximum capacity is reached. Please register in a timely manner.

Late entries may be accepted at the discretion of the competition committee. If accepted, a late fee of \$50 may be assessed.

1. Go to <https://m.usfigureskating.org>

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2. Enter your U.S. Figure Skating and password
 - a. If you need assistance with your member number and password, contact Member Services at memberservices@usfigureskating.org
3. Click the BLUE "EMS Event Management System" button in the middle of the Members Only landing page and then "Competition Registration"
4. Choose "Cardinal Classic" from the list of nonqualifying competitions.
 - a. If you need assistance completing your registration, contact productsupport@usfigureskating.org

The competition committee also reserves the right to limit entries to any event, to cancel an event based upon time restrictions, to combine event levels and to cancel the event. The chief referee and competition chairperson reserve the right to combine women's and men's/girls' and boys' events where permitted by U.S. Figure Skating Rulebook.

PARTNERED EVENTS: Only one partner will 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.**

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.

EMS MUSIC UPLOAD:

DEADLINE: May 10, 2024, at 11:30 pm ET * Late Fee \$25

EMS Music Upload How To: Click [Here](#)

If you need assistance, email productsupport@usfigureskating.org

Penalty for Incorrect Music or Failure to Upload Music : The LOC may assess each competitor/team an additional \$25 charge per event segment, if the competitor: 1) fails to submit their music prior to the close of online music submission, 2) submits files that do not follow the time specifications, or 3) uploads the incorrect music for a given event segment (e.g., uploads short program music instead of the free skate). In the event the LOC decides to assess a penalty, the competitor will not receive their credentials at registration until they pay the penalty fee and present the correct music that meets all specifications.

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.

EMS PLANNED PROGRAM CONTENT (PPC):

DEADLINE: May 10, 2024, at 11:30 pm ET * late fee \$25

Competitors participating in IJS events are required to submit PPC in [EMS Competition Portal](#) no later than May 10, 2024 at 11:30 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 participant'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 credential(s) onsite.

EMS PPC Upload How To: Click [Here](#)

If you need assistance, email productsupport@usfigureskating.org

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CRITIQUES: Critiques will be offered for IJS singles, short, well-balanced free skate programs, Preliminary through senior and IJS Excel programs. Coaches and competitors are invited to attend. IJS critiques will only be available to skaters who submit Planned Program Content.

TEST CREDIT: In accordance with Rules TR 3.00, 4.01 and 4.02, athletes may receive credit for meeting minimum scores at any competition held under the International Judge System (IJS). The athlete must "skate-up" to the event they are seeking test credit for, in addition to having already passed any prerequisites prior to the competition event.

Skaters who wish to register to receive test credit will be able to pre-purchase the test credit packet online through the SCNV shop at www.scnv.org/shop and receive it by email after the competition. Deadline to pre-purchase is **May 12, 2024**. The cost is \$15.

CHANGE POLICY: Skaters and coaches are strongly encouraged to verify that skaters are registered for the correct level and event type prior to the close of registration. Absolutely no changes will be permitted after **May 16 at 11:00pm**. Skaters will need to either skate in the event for which they are registered or withdraw (no refund will be given).

REFUND POLICY: Entry fees will not be refunded after April 15, 2024, unless no competition exists, or an event is canceled, or if there are unresolvable skater schedule conflicts (as outlined below under "Skater Schedule Conflicts"). Medical withdrawals with a doctor's note will be refunded, with a doctor's note, if received 48 hours prior to the start of the competition. **The online processing fees are not refundable.** Contested credit card charges will be assessed a \$35 fee. Payment of the fee will be required before a skater is allowed to participate in practice ice or events.

LIABILITY: U.S. Figure Skating, SCNV and Prince William Ice Center 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: The competition will be held at Prince William Ice Center, 5180 Dale Blvd, Woodbridge, VA 22193, (703) 730-8423, www.pwice.com. Facilities include two ice surfaces (Olympic 200' x 100' and NHL 200' x 85'), locker rooms and on-site café. The competition will take place on both surfaces. Prince William is a "very cold" rink. Outside food is not permitted.

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 under 11 years old 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 SkateSafe Handbook (both found on the [U.S. Figure Skating SkateSafe](#) page).

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 NOTICES: An official bulletin board will be maintained at the registration desk. 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 should arrive no later than one hour prior to the scheduled time of their event.

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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 and it will be visible within the EMS Competition Portal.

SKATER SCHEDULE CONFLICTS: The chief referee will seek to create a schedule in which there are no conflicts for skaters registered for multiple events. However, at times this is not possible, especially for skaters registered for both team and individual events. Skaters with unresolvable conflicts, as determined solely by the chief referee, and who choose to withdraw from individual events for which there are unresolved conflicts, will have their registration fee refunded.

EXHIBITIONS AND SINGLE-ENTRY EVENTS:

- Well-Balanced IJS Events & Short Programs: If there is only one skater entered, it will be scheduled as an exhibition (with critique), unless the skater wishes to cancel with entry fee refund. Skaters in exhibitions will not be eligible to receive awards.
- Excel Events: If there is only one skater entered, it will be scheduled as a single-entry event and eligible to receive awards.
- Athletes in adult pre-bronze and higher free skate events with no competitor of the same gender in another age class will be offered the opportunity to skate an exhibition, skate up to the next higher level (if this provides a competitor) or be issued a refund. If only one entry for an adult pairs events, the event will be held as an exhibition with critique available.
- Compete USA events: If there is only one skater entered, it will be scheduled as a single-entry event and eligible to receive awards.
- Showcase Production teams: If there is only one team entered, it will be scheduled as a single-entry event and eligible to receive awards.
- CJS and all other 6.0 events: If there is only one skater when the competition schedule is ready to be published, the event will be cancelled, and the skater will be offered the option to skate up a level, if available (paying any difference in event fee), or to receive a refund. If withdrawals subsequent to the posting of the schedule reduce the number of entries in an event to one, it will be scheduled as a single-entry event. The chief referee and competition chairperson reserve the right to combine women's and men's/girls' and boys' events when permitted by U.S. Figure Skating Rulebook.

PRACTICE ICE: Practice ice sessions will be available for pre-purchase when registering online via EMS Competition Portal. All sessions are 20 minutes in duration. There are no refunds for prepaid sessions, even if not used. No music is played on practice ice. A maximum of one practice ice session may be pre-purchased per skater per eligible event (sessions \$15 per 20 minutes). The practice ice selection window dates and open sales (sessions \$18 per 20 minutes) will be emailed out to all registered skaters once the event schedule has been finalized. Assuming there remain available sessions several weeks before the start of the competition, the limits on the number of practice ice sessions will be lifted for skaters seeking additional practice ice opportunities.

EMS Practice Ice Resources:

- Participant: [Pre-Purchase](#) | [Selection](#) | [Open Sales](#)

ON-SITE CHECK IN/REGISTRATION: Registration will be open one hour before the first event of each day and run through the last event of the day. The registration table will be located in the lobby of Prince William. Competitors should check in with registration each day if multiple events/days.

AWARDS: Medals will be awarded for first, second, third and fourth place finishers in each group in each regular event; no medals will be awarded for exhibitions. Compete USA and Aspire events will be limited to four to six skaters in a group, if possible, and all will receive awards. A Championship trophy will be awarded to the winner of the Juvenile Girls Free Skate.

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VOLUNTEER INFO: If you are interested in volunteering, contact tweety@scnv.org.

COMPETITION VIDEOGRAPHY:

Videography is included in your registration fee and can be downloaded after the competition, usually beginning within 7 days of the event. To access videos, visit www.figureskate.video, scroll down to 2024 Events, and click on CARDINAL CLASSIC. If you have any questions, please contact Looking Glass Productions directly through the website."

COMPETITION PHOTOGRAPHY:

Still action photography will be provided by Melanie Heaney Photography. Photos will be available directly by Melanie Heaney Photography to participants for pre-purchase at a discount in addition to purchase during and after the competition. The discounted pre-sale will begin approximately two weeks prior to the event, and registered athletes will receive an email with the link to order.

LODGING: SCNV is proud to partner with HBC Event Services, a housing agency with a nationwide reputation for excellence in managing travel for sports events. HBC Event Services provides an easy way for you to book your hotel rooms with our partnered hotels at the best rates. These rates are always lower than their best available rate online.

You have the ability to purchase a Travel Protection Plan with up to 100% for covered cancellations reasons as well as a Cancel for Any Reason benefit of 75% coverage of your unused non-refundable prepaid expenses for travel arrangements you paid for your trip, including the event registration costs.

We encourage you to book your hotel reservation below and select YES to add the Travel Protection Plan and protect your trip. Alternatively, you can call HBC directly at 505-346-0522 (Travel Protection Plan can only be added to your booking within 20 days of your hotel reservation date). To see the full terms and conditions of the Travel Protection Plan, please click [here](#).

HOTEL RESERVATION LINK

Please call HBC Event Services at (505) 346-0522 and/or support@hbceventservices.com if you have any questions and/or have any special hotel requests.

PROGRAM ADVERTISING

We invite you to show your support by placing an ad in the Cardinal Classic digital program. This event runs from May 31 – June 2, 2024. The program contains the schedule, competitor names and events, plus more!

Full Page, color	8 ½ x 11"	\$50
Half Page, color	8 ½ x 5 ½"	\$30
Skater Good Luck	15 words	\$5

Reserve your ad space at www.scnv.org/shop/ Deadline for Purchase: **April 15, 2024**. Finished artwork to be sent to melissa@scnv.org – no later than **April 26, 2024**.

CONTACT INFORMATION:

Competition website: <https://scnv.org/cardinal-classic/>

For questions, please contact the following individuals:

Competition Chair:	Melissa Mahle	melissa@scnv.org
Chief Referee:	Cheryl Litman	cheryl@scnv.org

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Practice Ice Chair:	Natalie Wester	Natalie@scnv.org
Registrar:	Amelia Shuster	registrar@scnv.org
Music:	Charles Park	music@scnv.org