



**Synchro Illinois**  
**Saturday & Sunday, January 14 & 15, 2023**  
**Robert Crown Ice Center, Evanston, Illinois**  
**Hosted by the Skating Council of Illinois**

**I. COMPETITION OVERVIEW**

Synchro Illinois 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](#).

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, 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.

**COVID-19 INFORMATION:**

As of March 15, 2022, and consistent with updated CDC guidance on mask use, face coverings are no longer required to be worn indoors at U.S. Figure Skating-sanctioned events or activity if your community levels are Low or Medium. (As of July 8, 2022, Cook County is in the Medium community level.) We do encourage masks to be worn indoors if your community is in the High category based on the [CDC Community Levels by County Map](#) as announced on Feb. 25. Sanctioned activities include competitions (U.S. Figure Skating and Compete USA), exhibitions/performances and test sessions. Competitors will be contacted 10 days before the competition if the level changes.

For the most recent U.S. Figure Skating COVID-19 policy requirements, [CLICK HERE](#).

**SERIES INFORMATION:**

Synchro Illinois is proud to participate in the National Synchronized Skating Series. Participation in this series is open to all levels. Teams must register for the series prior to the competition start date if they wish for that competition's results to be counted toward the series. Visit [www.usfigureskating.org](http://www.usfigureskating.org) for more information on this series. Results of this competition for participating teams will be reported to U.S. Figure skating for generation of the series results.

**EVENTS OFFERED:**

<b>SYNCHRONIZED SKATING</b>	<b>JUDGING</b>	<b>Team Fee</b>	<b>Skater Fee</b>
Snowplow Sam	6.0	\$75	\$15
Aspire Beginner	6.0	\$75	\$15
Aspire Pre-Preliminary	6.0	\$75	\$15
Aspire Preliminary	6.0	\$75	\$15
Preliminary	IJS	\$165	\$30
Pre-Juvenile	IJS	\$165	\$30
Open Juvenile	IJS	\$165	\$30
Juvenile	IJS	\$165	\$30
Intermediate	IJS	\$165	\$30
Novice	IJS	\$165	\$30
Junior Combined (Short & Free)	IJS	\$420	\$25
Senior Combined (Short & Free)	IJS	\$420	\$25
Collegiate	IJS	\$165	\$30
Adult	IJS	\$165	\$30
Masters	IJS	\$165	\$30
Open Collegiate	6.0	\$135	\$30
Open Adult	6.0	\$135	\$30
Open Masters	6.0	\$135	\$30

**II. ELIGIBILITY****TEST LEVEL:**

This competition is open to all synchronized teams comprised of members who are eligible, restricted, reinstated or readmitted persons, as defined by the eligibility Rules, and currently registered members of a U. S. Figure Skating member club, a collegiate, or an individual member in accordance with the current U. S. Figure Skating Rulebook.

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

**SKATESAFE COMPLIANCE:**

Synchro Illinois will follow all rules and guidelines as determined by U.S. Figure Skating for U. S. Figure Skating competitions.

**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 three categories, Coach/Choreographer, Learn to Skate USA Instructor, or Foreign Coach/Choreographer. 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.

### **TEAM CREDENTIALS:**

Teams are permitted a maximum of two team service personnel. Team service personnel must have a green lighted background check and completed SafeSport™ training. All compliance requirements must be met at the time of check-in to access the competition, no exceptions. Team service personnel is defined as those indicated as a team manager and/or team service personnel planning to attend the competition with the team.

### **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 SkateSafe compliant until they have completed the training and their Members Only portal reflects completion. Please email [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) for instructions or questions regarding parental consent.

## **III. REGISTRATION INFORMATION**

### **ONLINE REGISTRATION VIA EMS:**

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.

- Entry deadline is Monday, November 28, 2022
- If entries exceed the maximum number that can be scheduled, teams may be placed on a wait list for entry into the competition.
- Roster deadline is Thursday, December 28, 2022.

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 TEAMS:**

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

### **CRITIQUES:**

The Skating Council of Illinois will offer off-ice critiques for all **IJS** events. A critique schedule will be made available prior to the competition. We ask that any team that does not desire a critique notify us in advance. There is no charge for critiques.

### **MUSIC AND PPC SUBMISSION/UPLOAD:**

All teams are required to upload their music and PPC’s to EMS no later than **December 27<sup>th</sup>, 11:59 PM ET**. After this date, teams will be locked out of this feature and subject to a **\$25 late fee**. The late fee will automatically be added to each team'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 teams credential onsite. *If you need assistance, email [productsupport@usfigureskating.org](mailto: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 team 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.

### **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, The Skating Council of Illinois and the Robert Crown 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:**

Synchro Illinois will be held at the Robert Crown Ice Center, 1801 Main Street, Evanston, IL 60202. There are two (2) rinks and both are 80 X 200. There are 9 locker rooms, there will be a warm-up space incorporated into the schedule for each team. The warm-up space is complimentary. We ask that NO FOOD be brought into the facility. There are no snack shops or concession stands.

### **LOCKER ROOMS:**

There are nine (9) locker rooms at Robert Crown. **All teams must come dressed.** Locker rooms will only be available for teams to put on their skaters. 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. All Locker Rooms/Changing Areas will be monitored. If any concerns arise, immediately contact the Locker Room/Changing Area monitor. 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:**

All updates can be found on our website. [www.synchroillinois.com](http://www.synchroillinois.com). It is the responsibility of each competitor, parent and coach to check the website frequently for any schedule changes and/or additional information pertaining to the competition.

All results can also be found, following the individual events, on our website, [www.synchroillinois.com](http://www.synchroillinois.com). Once the announcement is sanctioned, we will post the site for results.

### **SCHEDULE:**

Teams 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:**

The Robert Crown Ice Center is a dual surface facility. The rink being used for practice ice measures 80 x 200. Practice ice segments will be available on Saturday and Sunday. Practice ice segments will be twelve (12) minutes for \$120. Practice Ice must be purchased on EMS. A schedule of available times will be posted on our website, [www.synchroillinois.com](http://www.synchroillinois.com) once the schedule is available.

### **OFFICIAL PRACTICE ICE:**

All Juvenile and above teams should purchase practice ice for their Official Practice Ice. Junior and Senior teams should purchase a practice ice segment for each event. Official practice ice will be scheduled prior to the short program on Saturday and prior to the free skate on Sunday.

**How to Purchase Practice Ice:**

1. Purchase Practice ice via EMS for the total number of segments requested
  - a. The practice ice tab will become available during the configured “pre-purchase” window. The total number of segments your team purchases cannot be guaranteed. Any segments that cannot be scheduled by the LOC will be refunded to the team.
2. Complete the Mandatory Team Information form:

**ONSITE CHECK-IN:**

All team Managers will be able to pick up their credentials and team information in the lobby of the arena. Check-in will open 45 minutes before the first practice ice session each day.

**AWARDS:**

Medals will be awarded to all skaters and alternates for first, second, third and fourth place teams. The Junior and Senior short program and free skates are considered combined events. Trophies will be given to the first place winners in all IJS Qualifying Events. Awards will be located near the exit door. Once the event is sanctioned, we will have a link for online starting orders and final results. This link will be posted on our website, [www.synchroillinois.com](http://www.synchroillinois.com).

**VOLUNTEER INFO:**

We welcome volunteers. Once the official schedule is available, we will post a list of volunteer opportunities on Sign-up genius. The Sign-up genius link can be found on our webpage, [www.synchroillinois.com](http://www.synchroillinois.com).

**PHOTO/VIDEO:**

All teams will receive copies of the videos from the competition, taken by Chicago Star Productions and the Action Photos taken by KRPhotogs. Following the competition, each team will receive a link to download any and all videos and photos from the competition. **This is our gift to the teams!**

Note, per U.S. Figure Skating policy, photographing and/or recording of anyone other than your own team is strictly prohibited.

**SPECTATOR ADMISSION:**

The Robert Crown Center has heated seating for 1000 spectators. All tickets for admission will be sold at the Arena. Specific ticket information and pricing will be available two (2) weeks before the competition.

**HOTEL INFORMATION:**

The Skating Council of Illinois has contracted with several hotels in the area. We have secured the best rate possible for our area and encourage you to use them. The hotels are listed on our webpage, [www.synchroillinois.com](http://www.synchroillinois.com).

**ADDITIONAL INFORMATION:**

The closest airport o the Robert Crown Center is O’Hare International. American Taxi provides reliable service from the airport to the Evanston area.

**CONTACT INFORMATION:**

Competition website: [www.synchroillinois.com](http://www.synchroillinois.com)

For questions, please contact the following individuals:

Competition Chair:	May Wiza	<a href="mailto:mayfsc@aol.com">mayfsc@aol.com</a>	708 785-8319
Chief Referee:	Steven Wolkin	<a href="mailto:Sew454@aol.com">Sew454@aol.com</a>	
Additional Contact:	Deborah Swanson	<a href="mailto:kramerswanson@att.net">kramerswanson@att.net</a>	708 699-5461