

HAWAII FIGURE SKATING CLUB TEST APPLICATION INSTRUCTIONS

Dear skating member,

CONGRATULATIONS! Your pro feels that you are ready to test for the United States Figure Skating Association (USFSA). **Please fill out the test application completely. Make certain that your pro has signed it, and that ALL fees (test, warm-up, judges' travel costs if applicable, and ice time fees) are included when you turn it in.** It is HFSC policy that a skater may not test if the application does not contain your pro's signature. Also, you must be a member in good standing of Hawaii Figure Skating Club or another U S Figure Skating member club, which means that your club dues up to date and/or you have no outstanding debts to the club, in order to test.

Because the number of skaters testing has decreased significantly, especially for high tests, the HFSC Board of Directors has instituted the following policy to cover the costs of bringing in the extra judges needed. If you are taking **Junior or Senior Moves in the Field, Free Skate, or Pair tests; or Silver dances and above**, you will be expected to pay the judges costs (air fare, ground transportation, parking, hotel, and per diem). After all the test applications are collected, if there is more than one skater that requires the extra judge(s), the Test Chair will divide the total cost among the testers, and refund any difference.

The **deadline** for a test session, is **ONE MONTH prior to the scheduled test date**. That means **your application and fees must be in the test chairman's hands by then!!** Any applications received after the deadline will be subject to a \$25 late fee, if there is still room for you to test on the currently scheduled session. You may either **mail** your application to me at 1165 Kukila St., Honolulu, Hawaii, 96818, or hand it to me in person. For crowded test sessions, applications are taken on a first come, first served basis by the TIME AND DATE that the application and fees are received by the Test Chairman only!!! Don't depend on an HFSC board member, coach, or friend to deliver the application and fees for you, and **do not leave your application at the rink**. **If you** pay your test fees early, and then **decide not to test, you must notify the Test Chairman BEFORE the deadline date for that test session** in order to **get a refund** of fees paid. **If you pull from the test session, for any reason, after the deadline date, there will be no refund of test fees paid.** Emergency situations will be handled on a case by case basis.

If you sign up to take a Moves in the Field test and the corresponding Free Skate test, and you do not pass the "Moves" test, **you must let the Test Chairman know if you want to have your free skate test program critiqued.** If you or your pro do not let the Test Chairman know before the free skate warm up begins, it will be assumed that you do not wish to have your FS program critiqued. In either case, critique or no critique, **there will be NO REFUND of the free skate test fee!**

It is club policy to ask each skater testing to bring in a "goodie" to share - fruit, pastry, soup, etc.- the morning that you test. This way we are able to show the judges, **who are donating their time**, how much we appreciate the efforts they make on behalf of our skaters!!! The HFSC Test Hospitality Chair will contact you in advance to let you know what to bring in order to avoid duplication. Thank you!

If you have any questions, you can email me at RNKOWEN@hawaiiantel.net
Mahalo for your co-operation and...

GOOD LUCK!!!

Katharine C. Owen,
Test Chairman