



2025 Champlain Valley Open

Saturday, May 3 – Sunday, May 4, 2025



Gordon H. Paquette Ice Arena (aka Leddy Park Arena)
216 Leddy Park Road, Burlington, VT 05408
Hosted by the Champlain Valley Skating Club



Skate Canada
Patinage Canada

Sanction # 35742

Sanction # 22006-2025

I. COMPETITION OVERVIEW

The Champlain Valley Open 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.

SERIES INFORMATION:

The 2025 Champlain Valley Open is a participating competition in the 2025 Excel Series. Skaters must register to participate in the Excel Series prior to competition at designated events to have their points recorded and seen in the standings. Skaters must [register](#) for the Excel Series by March 1, 2025, or prior to their first Series competition - whichever is earlier.

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 the information sheet [HERE](#) or email events@usfigureskating.org.

All other singles and partner events (such as Adults, Pairs, Ice Dance):

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

EVENTS OFFERED:

- **U.S. Figure Skating Program Requirements:** usfigureskating.org --> Skate --> Compete --> Program Requirements
- **Compete USA Program Requirements:** learntoskateusa.com/competeusa
- **Skate United:** For any Skate United (S.U.) Athlete, please have them register for their appropriate level under the "standard" option. Once the registration is complete, the following form must be submitted to the competition chair via email at cvopenvt@gmail.com.
 - [Click here for the Skate United Athlete Form.](#)
- **Skating Accommodation Memorandum (S.A.M.):** Skaters using a S.A.M. must submit their S.A.M. to the competition chair via email at cvopenvt@gmail.com.
 - [Click here for more information about S.A.Ms.](#)

On the program requirements page linked above, competitions that fall within the date range beside the program requirements must use those requirements.

SINGLES	JUDGING	1st Event Price	2nd Event Price
Excel Free Skate (Aspire 1-4, Pre-Preliminary, Preliminary)	6.0	150	95
Excel Free Skate (Preliminary Plus, Pre-Juvenile Plus, Juvenile - Senior)	IJS	180	115
Well Balanced Short Program (Juvenile - Senior)	IJS	180	115
Well Balanced Free Skate (Pre-Preliminary - Senior)	IJS	180	115
Adult Free Skate (Adult Pre-Bronze)	6.0	150	95
Adult Free Skate (Adult Bronze – Master Jr/Sr)	IJS	180	115
Adult Beginner & High Beginner Free Skate	6.0	150	95
PARTNERED ICE DANCE	JUDGING	1st Event Price	2nd Event Price
Pattern Dance	6.0	150	95
Open Pattern Dance	6.0	150	95
Adult Pattern Dance	6.0	150	95
Adult Free Dance	6.0	150	95
ATHLETE DEVELOPMENT	JUDGING	1st Event Price	2nd Event Price
Compulsory Moves (Level 1 - 8)	6.0	120	65
Jumps Challenge (Level 1 – 9)	6.0	120	65
Spins Challenge (Level 1 – 6)	6.0	120	65
SHOWCASE	JUDGING	1st Event Price	2nd Event Price

Emotional Performance (Pre-Preliminary – Senior, Adult)	CJS	150	95
Choreographic Artistry (Juvenile - Senior, Adult Masters)	CJS	150	95
Lyrical Pop (Pre-Preliminary - Senior, Adult)	CJS	150	95
Character Performance (Pre-Preliminary - Senior, Adult)	CJS	150	95
Comedic Impressions (Pre-Preliminary - Senior, Adult)	CJS	150	95
Duets/Trios (Pre-Preliminary – Senior, Adult)	CJS	150	
Theme Event (Pre-Preliminary – Senior, Adult)	CJS	150	95
Inflatables (Open)	CJS	150	95
Adaptive Individual Showcase	CJS	150	95
Adaptive Unified Partner Showcase	CJS	150	
SOLO DANCE	JUDGING	1st Event Price	2nd Event Price
Solo Pattern Dance (not participating in series)	6.0	150	95
Solo Free Dance	6.0	120	65
Shadow Dance	6.0	120	65
Adult Solo Pattern Dance	6.0	150	95
Adult Solo Free Dance	6.0	120	65
ADAPTIVE	JUDGING	1st Event Price	2nd Event Price
Special Olympics Badges 2 - 12	6.0	150	95
Special Olympics – Free Skate Program	6.0	150	95
Skate United <i>*see statement above</i>	6.0	<i>see above</i>	<i>see above</i>

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](#).

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

ATHLETE ASSISTANCE/ACCOMMODATIONS:

Should a skater with disabilities require any specific accommodations or assistance for their competitive event, please submit your approved S.A.M to the Competition Chair by the registration deadline at cvopenvt@gmail.com.

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.

TEAM SERVICE PERSONNEL

Teams are permitted a maximum of two team service personnel. Team service personnel must have a current U.S. Figure Skating or Learn to Skate USA® membership, 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 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 (Singles and Partnered events only):

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: **March 24, 2025 at 11:59pm ET.**

Late Registration Deadline: **March 31, 2025 at 11:59pm ET + \$35 Late Fee**

*The host club reserves the right to close registration at any time if event capacity is met

Visit <https://m.usfigureskating.org/competition/35742> or

1. Go to www.usfsaonline.org
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate USA® member number and password
 - a. If you need assistance with your member number and password, contact Member Services at memberservices@usfigureskating.org.
3. Click EMS then "Competition Registration"
4. Choose "Champlain Valley Open" from the list of nonqualifying competitions.
 - a. If you need assistance completing your registration, contact productsupport@usfigureskating.org.

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.

TEST CREDIT:

Skaters competing in IJS events that meet the requirements for test credit (Juvenile through Senior Free Skate, including Excel) may request their test credit forms from the competition chairs at CVOpenVT@gmail.com before the event or at the time of registration. A signed result sheet with individual protocol and the report showing the test scores generated by the Chief Accountant must be picked up at the registration desk prior to the end of the competition. There will be a \$25 fee for the test credit packet if the passing test requirements are met.

PATTERN DANCE EVENTS

Standard Solo Pattern Dance events will use the Non-Series Solo Pattern Dance Rotations for April 1st - June 30th from the [Program Requirements](#) Page, with standard steps according to the rulebook (choice of lead or follow steps, and no variation dances). Skaters will not be

separated by gender.

Adult Solo Pattern Dances and all Partnered Pattern Dances will use the dances and specifications outlined in the 2024-25 PD Chart on the [Program Requirements](#) page (found under the Adult Solo Dance and Partnered Pattern Dance sections).

All pattern dance events will use the 6.0 judging system and all music will be Skater's Choice and must be uploaded into EMS per the instructions below. Standard music is freely available to download for most dances in the Testing → Overview section of U.S. Figure Skating Members Only if you would prefer to use one of those selections. If you need music and do not have access to download these files in Members Only, please contact CVOpenVT@gmail.com.

MUSIC SUBMISSION/UPLOAD:

EMS MUSIC UPLOAD: Competitors participating in events with music are required to upload their music to EMS no later than **April 23, 2025 at 11:59pm ET**. After this date, skaters will be locked out of this feature and subject to a **\$25 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.

DEADLINE: April 23, 2025 at 11:59pm ET. There will be a \$25 late fee for music received after this time.

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 **April 23, 2025 at 11:59pm 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 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.

DEADLINE: April 23, 2025 at 11:59pm ET. There will be a \$25 late fee for PPC received after this time.

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. The online processing fees are not refundable. Except for Excel Free Skate events, skaters will be offered a short window of time to withdraw for a refund shortly after the close of entries if they are the only entrant in an event (or they may skate their event anyway, or compete at another level for which they are also eligible, or against skaters of the opposite gender for the Pre-Juvenile/Adult Bronze Free Skate levels or below, in accordance with Rule 3055). Where only one competitor has entered a Showcase event of a non-qualifying competition, the Chief Referee may combine events to create a contested event if possible. All Excel Free Skate events will be held, even when only one skater enters, per the 2025 Excel Series LOC handbook.

LIABILITY:

U.S. Figure Skating, Learn to Skate USA®, the Champlain Valley Skating Club, and Gordon H. Paquette Arena (Leddy Park 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:

Facility Name: Gordon H. Paquette Arena (Leddy Park Arena)

Facility Address: 216 Leddy Park Road, Burlington, VT 05408

Facility Website: <https://enjoyburlington.com/place/leddy-arena/>

NHL Surface (200' x 85' with rounded corners). Locker rooms will be available and the snack bar will be available during the weekend (hours TBD with proceeds benefiting the Champlain Valley Skating Club).

ACCESSIBILITY:

Leddy Arena is a two-level building with only stairs between levels. There are accessible bathrooms on both upper and lower levels of the rink, but the upper level bathrooms are accessed through the lounge used for officials' hospitality. There is a sign about the bathroom by the main rink door. Anyone who needs accessible facilities on the upper level can access them through the lounge.

Handicapped parking is available by the main path to Leddy Arena in the large parking lot; there are also two handicapped spaces on the left side of the building, accessible by driving all the way around the building (using the small driveway that is at right in the main parking lot). From the handicapped spaces in the Leddy main lot, there is stair-free access to the top level of Leddy. From the spaces that are around the side of the building, there is stair-free access to the lower level.

NHL Surface (200' x 85' with rounded corners). Locker rooms will be available and the snack

bar will be available during the weekend (hours TBD with proceeds benefiting the Champlain Valley Skating Club).

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 in the [SkateSafe® Handbook](#).

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 competition information available prior to the start of the competition will be posted on the [Champlain Valley Open event page](#). If you need assistance, contact CVOpenVT@gmail.com.

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

On the day(s) of competition, notices and announcements may be posted around the rink and/or communicated verbally by the competition chair(s), announcer, referee, or registration desk volunteers.

Results will be posted online throughout the competition on the U.S. Figure Skating website at a link TBD that will be posted on the competition EntryEeze page.

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:

Practice ice will be available for purchase through the EMS competition portal after the schedule is published and until Friday, May 2, at 11:59 PM ET (or until full) at \$20/session. If there is space available, practice ice may be purchased during the competition at the Registration Desk for \$25/session. Practice ice sessions are 20 minutes long. No music will be played during these sessions. [Click Here for an Open Sales How-To Document](#)

ONSITE CHECK-IN:

Check-in will open 30 minutes prior to the start of the competition each day of the competition. This will be held in the snack bar area on the lower level and signage will direct skaters and coaches where to go.

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, 2nd, and 3rd place. Medals will be presented for all events, regardless of number of participants. Awards will be presented in the snack bar area at various times throughout the day. The awards schedule will be posted around the venue. Please check in with the registration desk with questions.

The name of the winner of the Excel Pre-Preliminary Girls Free Skating event is engraved on the Elaine Lavigne Cup, which is kept on display at the Gordon Paquette Arena. The winner will receive a small plaque after the competition.

VOLUNTEER INFO:

We welcome volunteers! Please check the [event page](#) or contact CVOpenVT@gmail.com for more information about volunteer positions available .

VOLUNTEER COMPLIANCE:

Reminder: Compliant positions at all U.S. Figure Skating events include key LOC members, locker room monitors and ALL medical event personnel. [Click here for volunteer compliance information.](#)

PHOTO/VIDEO:

Live and on-demand streaming, and sales and distribution of U.S. Figure Skating sanctioned and approved events, programs, and activities that include the playback of music is strictly prohibited. This prohibition does not apply to the distribution of footage that does not include music. Questions about this can be directed to music@usfigureskating.org.

Videography and photography services will be provided by Cinematic Images and all skaters will receive access to their videos after the competition, **included in the entry fee**. Photographs will be extra and more information will be shared. Half-ice events (spins, compulsory moves) may not have complete videos for each skater. All photography and recording by spectators are restricted to hand-held battery-operated equipment, without monopod/tripod. Photography or recording for any commercial purpose is strictly prohibited. For the safety of the skaters, there is **NO FLASH PHOTOGRAPHY PERMITTED AT ANY TIME**.

ADDITIONAL INFORMATION:**Official hotel accommodations:**

A block of rooms has been booked for skaters and coaches at the Best Western Plus Windjammer Inn and Conference Center, 1076 Williston Road, South Burlington, VT 05403 for \$159/night plus tax (approximately 5 miles / 15 minutes from the rink). Please use the link below for the group rate: You can also call the hotel directly at 802-863-1125 and mention "Champlain Valley Open Participants." [2025 BW Champlain Valley Open](#)

We may add more hotel specials as we get closer to the competition. Hotel information will be available on the [event page](#).

Airport information:

Burlington International Airport (BTV) is located approximately 7 miles from the Gordon Paquette Arena. Complimentary, 24-hour shuttle service is available to the official hotel (Best Western Windjammer Inn and Conference Center, <http://www.bestwesternburlingtonvt.com/>).

Vendor & Sponsorship opportunities:

We welcome and would greatly appreciate any vendors (aside from videographers) and sponsors. Please contact CVOpenVT@gmail.com with any interest.

CONTACT INFORMATION:

Competition website: Find our competition page [here](#).

For questions, please contact the following individuals:

Competition Chair:	Lisa Young and Johnny Mendez	CVOpenVT@gmail.com
Chief Referee:	Nick Bond	CVOpenVT@gmail.com
Practice Ice Chair:	Johnny Mendez	CVOpenVT@gmail.com