

## U.S. FIGURE SKATING IJS PROTOCOL for TEST CREDIT – INFORMATION OVERVIEW (ATHLETES, COACHES, TEST CHAIRS, COMPETITION CHAIRS)

In accordance with Rules 4100 and 4200-4202, athletes may receive credit for certain tests by meeting minimum scores at a competition held under the International Judge System (IJS). The athlete must “skate-up” to the event for which they are seeking test credit, in addition to having already passed any prerequisites prior to the competition event.

### Events eligible:

**Singles Free Skate\*:** Juvenile\*\*, Intermediate, Novice, Junior, Senior, and Adult Silver through Adult Senior

**Pairs Free Skate:** Juvenile, Intermediate, Novice, Junior and Senior

**Free Dance:** Juvenile, Intermediate, Novice, Junior and Senior

\*Both Excel and well-balanced free skate IJS protocols are eligible for test credit.

\*\*If an open juvenile free skate event is conducted under the IJS, the scores may be used for test credit for IJS Protocol for a juvenile free skate test, assuming all score requirements are met.

The minimum passing scores will be determined by the Tests Committee and the respective Singles, Pairs and Dance Development and Technical Committees, and published via [Technical Notifications](#).

### FOR ATHLETES

#### YOU ACHIEVED THE MINIMUM SCORES FOR RECEIVING TEST CREDIT FOR A COMPETITION EVENT IN WHICH YOU “SKATED UP”. WHAT DO YOU DO NEXT?

**STEP 1:** While you are at the competition collect copies of the documents below. It is also recommended that you take pictures of them for safe keeping. Ask the competition for a “**Test Credit Packet**” which includes:

1. A copy of the overall event results that lists all of the skaters in addition to the names and signatures of the technical controller and event referee. This is to prove you actually skated in the event.
2. Your individual protocol.
3. Your **Test Credit Skater Report**, generated by the accountants. This has your name, your scores and verifies you achieved a passing result.

**STEP 2:** Obtain a written statement from your coach verifying that the above documents are true and valid. The coach may write their own statement, they may choose to use the sample document included in this packet, or your club may have a pre-printed form they can simply sign.

**STEP 3:** Submit these documents to your club’s test chair, along with the appropriate payment, and request that the club record your test through the [Members Only site](#).

Each club may request this information in their preferred format. (For example, scan or upload picture files of the documentation to an online form, or submit paper copies, etc.). The important thing is that your club’s test chair obtains copies of documents 1-3 in step 1 and a verification from your coach.

*See next page for sample of the Test Credit Skater Report.*



## FOR COMPETITION CHAIRS

Nonqualifying competitions are asked to make the required documents available to athletes requesting them. It is recommended that competitions put together “**Test Credit Packets**”, and make them available for sale for a nominal fee. A skater should be able to request a “**Test Credit Packet**” wherever results are made available. It will likely require the skater asking, then sending a volunteer to the accounting room to create it. It will include:

1. A copy of the overall event results, that lists all of the skaters, in addition to the names and signatures of the technical controller and event referee. This is to prove the skater actually skated in the event.
2. The skater’s individual protocol / detailed judges’ scores sheet
3. The skater’s individual **Test Credit Skater Report**, generated by the accountant. See the picture below.

### SAMPLE OF NEW TEST CREDIT SKATER REPORT:

2017 Fall Figure Skating Invitational			
TEST CREDIT SKATER REPORT			
Friday, October 06, 2017			
Juvenile Girls QR Group A / Free Skate			
Eliza Edge, Sharper Edge FSC			
Type	Min score	Score	Result
Technical Element Score	8.00	25.42	Pass
Program Component Score	14.00	19.03	Pass
Segment Score	22.00	44.45	Pass
All valid elements			Yes
Overall Result			Pass

## FOR TEST CHAIRS

Club test chairs are responsible for collecting test fees and recording the tests via the [Members Only site](#), as with any test. There is an option under the Testing drop-down menu, and the process for entering the required data is very similar to entering a stand-alone test result. Search fields are available to auto-fill the competition name, date, officials, etc.

Test chairs recording the test will need to receive copies of the required documentation, from the athlete (see pgs. 1 and 2).

Clubs may use **whatever method they choose of verifying the documentation** (electronic, paper, create a form, etc.). They may also charge a reasonable administrative fee, in addition to the U.S. Figure Skating fee, to the athletes for providing this service, in lieu of the test fee the athlete would pay to take it on a session.

**BELOW IS A SAMPLE FORM A CLUB COULD CHOOSE TO CREATE AND POST ON YOUR WEB SITE FOR ATHLETES TO FILL OUT AND SUBMIT BACK TO YOU.**

### Sample IJS Protocol for Test Credit Request Form (this is not required)

Athlete's Name:	
Athlete's member #:	
Parent name, if under 18:	
E-mail contact:	
Phone contact:	
Coach's Name:	
Coach's E-mail:	
Coach's Phone:	
<i>I verify that the athlete listed above is eligible to receive Test Credit through IJS protocol. I have seen the unaltered and correct scores, which match the protocol the athlete is submitting. I understand that altering a protocol sheet to meet the test requirement is considered an ethics violation of U.S. Figure Skating and The Professional Skaters Association.</i>	
Coach's signature:	
Name of competition:	
Date of competition:	

Select the test you are requesting credit for:

SINGLES FREE SKATE TESTS		PAIRS TESTS		DANCE TESTS	
Juvenile (\$ xx)		Juvenile (\$ xx)		Juvenile (\$ xx)	
Intermediate (\$xx)		Intermediate (\$xx)		Intermediate (\$xx)	
Novice (\$xx)		Novice (\$xx)		Novice (\$xx)	
Junior (\$xx)		Junior (\$xx)		Junior (\$xx)	
Senior (\$xx)		Senior (\$xx)		Senior (\$xx)	
Adult Silver (\$xx)					
Adult Gold (\$xx)					
Adult Intermediate (\$xx)					
Adult Novice (\$xx)					
Adult Junior (\$xx)					
Adult Senior (\$xx)					

**Please attach to this form:**

1. The overall event results, which include the names and signatures of the Event Referee and Technical Controller.
2. Your individual protocol
3. Your Test Credit Skater report from the competition.



## FOR COACHES

In accordance with Rule 4201, in order for an athlete to receive test credit for an IJS protocol, their coach must verify in writing that the documents provided are correct and unaltered. Coaches may fill out this form, write their own supporting statement, or simply sign a form created by a club with the statement pre-printed on it.

**Please deliver a copy of this form (or statement) to the test chair of the home club of the test candidate, via the preferred method of the club (i.e., email, upload to a web site, paper, etc.)**

Athlete's Name:	
Athlete's Home Club:	
Test Requesting Credit For:	
Name of competition:	
Date of competition:	
Coach's Name:	
Coach's USFS #:	
Coach's PSA #:	

*I verify that the athlete listed above is eligible to receive test credit through an IJS protocol. I have seen the unaltered and correct scores, which match the protocol the athlete is submitting. I understand that altering a protocol sheet to meet the test requirement is an ethics violation of U.S. Figure Skating and the Professional Skaters Association.*

Coach's Signature	
Date:	



## Technical Notification 303

**Dated:** Feb. 15, 2024

*Note: This replaces Technical Notification 293. Substantive changes are underlined.*

**Re:** Singles Free Skate Tests – Minimum scores needed to achieve test credit from an IJS protocol for standard singles free skate and adult silver and higher free skate tests

**The following scores are valid for test credit from competitions taking place on March 5, 2024, and later.**

As required in Rule 4202 (A):

1. The candidate must achieve at least the minimum in all three scores;
2. Each executed element must have a panel score greater than 0.00; and
3. There must not be more than two falls in a singles free skate. The total number of falls will be determined by checking the fall deduction value on the IJS protocol (see rule 1071).

Standard Singles Test	Well-Balanced Competition Events, March 5, 2024, and Later	Minimum TES	Minimum PCS	Minimum TSS
Bronze	Juvenile or Open Juvenile Girls	8.00	13.00	21.00
Bronze	Juvenile or Open Juvenile Boys	8.00	13.00	21.00
Pre-Silver	Intermediate Women	11.00	17.00	28.00
Pre-Silver	Intermediate Men	11.00	17.00	28.00
Silver	Novice Women	<u>16.00</u>	19.00	<u>35.00</u>
Silver	Novice Men	<u>16.00</u>	19.00	<u>35.00</u>
Pre-Gold	Junior Women	<u>19.00</u>	27.00	<u>46.00</u>
Pre-Gold	Junior Men	<u>19.00</u>	33.00	<u>52.00</u>
Gold	Senior Women	<u>23.00</u>	29.00	<u>52.00</u>
Gold	Senior Men	<u>23.00</u>	35.00	<u>58.00</u>

Standard Singles Test	Excel Competition Events, March 5, 2024, and Later	Minimum TES	Minimum PCS	Minimum TSS
Bronze	Excel Juvenile or Juvenile Plus Girls	8.00	13.00	21.00
Bronze	Excel Juvenile or Juvenile Plus Boys	8.00	13.00	21.00
Pre-Silver	Excel Intermediate or Intermediate Plus Women	11.00	17.00	28.00
Pre-Silver	Excel Intermediate or Intermediate Plus Men	11.00	17.00	28.00
Silver	Excel Novice Women	14.00	19.00	33.00
Silver	Excel Novice Men	14.00	19.00	33.00
Pre-Gold	Excel Junior Women	<u>19.00</u>	27.00	<u>46.00</u>
Pre-Gold	Excel Junior Men	<u>19.00</u>	27.00	<u>46.00</u>
Gold	Excel Senior Women	<u>23.00</u>	29.00	<u>52.00</u>
Gold	Excel Senior Men	<u>23.00</u>	29.00	<u>52.00</u>

<b>Adult Test</b>	<b>Adult Competition Events</b>	<b>Minimum TES</b>	<b>Minimum PCS</b>	<b>Minimum TSS</b>
Adult Silver Free Skate	Adult Silver Free Skate	7.20	9.60	16.80
Adult Gold Free Skate	Adult Gold Free Skate	8.70	13.50	22.20
Adult Intermediate Free Skate	Masters Intermediate-Novice Free Skate	11.80	13.50	25.30
Adult Novice Free Skate	Masters Intermediate-Novice Free Skate	14.60	15.00	29.60
Adult Junior Free Skate	Masters Junior-Senior Free Skate	18.20	18.00	36.20
Adult Senior Free Skate	Masters Junior-Senior Free Skate	21.40	22.50	43.90

**The following scores are valid for test credit from competitions taking place between Feb. 15, 2023, and March 4, 2024.**

<b>Standard Singles Test</b>	<b>Well-Balanced Competition Events, February 15, 2023, through March 4, 2024.</b>	<b>Minimum TES</b>	<b>Minimum PCS</b>	<b>Minimum TSS</b>
Bronze	Juvenile or Open Juvenile Girls	8.00	13.00	21.00
Bronze	Juvenile or Open Juvenile Boys	8.00	13.00	21.00
Pre-Silver	Intermediate Women	11.00	17.00	28.00
Pre-Silver	Intermediate Men	11.00	17.00	28.00
Silver	Novice Women	14.00	19.00	33.00
Silver	Novice Men	14.00	19.00	33.00
Pre-Gold	Junior Women	17.00	27.00	44.00
Pre-Gold	Junior Men	17.00	33.00	50.00
Gold	Senior Women	18.00	29.00	47.00
Gold	Senior Men	18.00	35.00	53.00

<b>Standard Singles Test</b>	<b>Excel Competition Events, February 15, 2023, through March 4, 2024.</b>	<b>Minimum TES</b>	<b>Minimum PCS</b>	<b>Minimum TSS</b>
Bronze	Excel Juvenile Girls	8.00	13.00	21.00
Bronze	Excel Juvenile Boys	8.00	13.00	21.00
Pre-Silver	Excel Intermediate Women	11.00	17.00	28.00
Pre-Silver	Excel Intermediate Men	11.00	17.00	28.00
Silver	Excel Novice Women	14.00	19.00	33.00
Silver	Excel Novice Men	14.00	19.00	33.00
Pre-Gold	Excel Junior Women	17.00	27.00	44.00
Pre-Gold	Excel Junior Men	17.00	27.00	44.00
Gold	Excel Senior Women	18.00	29.00	47.00
Gold	Excel Senior Men	18.00	29.00	47.00

## **IMPORTANT REMINDERS**

In accordance with Rules 4100 and 4200-4202, athletes may receive credit for certain tests by meeting minimum scores at a competition held under the international judging system (IJS). Skaters must request test credit from the local organizing committee **prior** to the start of their event.

If the test is marked “pass”, the skater will receive their documentation from the local organizing committee (please note: no documentation is received for a “retry”). Skaters have 14 days from the time they achieved the requirements at a competition to submit their documents for test credit. Test Chairs have 30 days from the time they receive the paperwork from skaters to process the test (Rule 4201).

If a skater is missing a test, or a record is incorrect, they should contact the test chair of the club where the test was taken. If a test chair discovers an error, they should contact [memberservices@usfigureskating.org](mailto:memberservices@usfigureskating.org) to get the error corrected.

Additional information and a [checklist](#) of the required documents can be found on the [Testing Overview page](#) of the [Members Only site](#), which can be accessed through the Skater Journey menu or the Testing menu.



## IJS Test Credit from Non-Qualifying Event

### Events Eligible for Test Credit:

WB and Excel Singles Free Skate: Juvenile/Open Juvenile, Intermediate, Novice, Junior, Senior

STEP 1: It is encouraged that you purchase the packet online through EMS before the registration deadline. If you missed the deadline, please complete this paper at the Registration Desk **before** your event begins or contact the Competition Chair to add it EMS prior to the start of the event. After you compete, you can pick up copies of the "Test Credit Packet" at the Awards or the Registration desk. It is also recommended that you take pictures of the paperwork for safe keeping because once the IJS portion of the Competition is over, the packet cannot be re-obtained. You will receive the following:

- A copy of the overall event results, (lists all of the skaters, in addition to the names of the Technical Controller and Event Referee). This is to prove the skater actually skated in the event.
- The skater's individual protocol
- **Test Credit Skater Report**, generated by the accountant. This has the skater's name, scores, and verifies skater achieved a passing result.

STEP 2: Obtain a written statement from your coach verifying that the above documents are true and valid. The coach may write their own statement, they may use the sample document included on USFSA, or your club may have a pre-printed form they can sign.

STEP 3: Submit these four documents to your **Home Club's** Test Chair within 14 days. Additional fees may apply from your Home Club.

Cantiague Figure Skating Club's Nassau County Figure Skating Championships  
Friday May 16<sup>th</sup> - Saturday May 17<sup>th</sup>, 2025

Skater Name \_\_\_\_\_

Event Number: \_\_\_\_\_ Event Name: \_\_\_\_\_

Every effort will be made to have paperwork available at the time awards are being distributed for the event. **The request MUST BE MADE prior to the start of the event.**

☐ **Paperwork Fee \$30** Paid at Registration Desk —Cash or Check ONLY- No Credit Cards.