

TEST DAY PROCEDURES



SKATECANADA
NOVA SCOTIA

Vs December 15th 2016

TEST DAY PROCEDURES FOR SKATE CANADA MEMBER CLUBS AND SKATING SCHOOLS

These procedures MUST be followed; failure to follow will result in the loss of test days.

You will find the current rulebook indispensable.

The rules of Skate Canada must be followed. Skate Canada Nova Scotia Procedures are binding on all clubs and schools.

All Nova Scotia Clubs, Schools and Regions must apply in writing or by email for all test days 8 weeks before the test day to:

Skate Canada - Nova Scotia
5516 Spring Garden Rd.,
4th Floor, Halifax, NS
B3J 1G6
(902) 425 5450 Ext. 336
Fax: (902) 425-5606
skatecanadans@sportnovascotia.ca

It is recommended that Regions co-ordinate their club test day submissions. **Test Day applications are to be made 8 weeks in advance.** Approval will be granted conditionally to applicants. Test Days will only be granted to member Clubs that are in good standing with Skate Canada Nova Scotia. Please work with other clubs in your Region to pool resources for a larger test day rather than multiple smaller ones.

Skate Canada Nova Scotia Office will confirm all dates.

Definitions

Primary Tests – Preliminary and Junior Bronze; each club may hold a maximum of 1 per winter season, dependent upon evaluator availability. Primary Tests are being replaced by STAR 1 – 5 coach assessed tests, which many coaches are doing in the 2016 -2017 season. As of September 1st 2017 there will no longer be Preliminary and Junior Bronze Tests, it will be all coach assessed STAR 1 – 5 tests.

Centralized Regional Test Days –These will be considered a high test day (for the 2016/2017 season coaches not doing coach assessed tests or skaters needing to complete Junior Bronze may enter), each region may hold a maximum of 2 per winter season, dependent on evaluator availability

All Level Test Day – same definition as above, except is club or school centered. Each **Spring** and/or **Fall** School may hold a maximum of 1 per school. Each **Summer** School may hold a maximum of 1 every 4 weeks.

Winter Season

Clubs are permitted 1 Test Day. However, all clubs are encouraged to combine these test days as much as practical and possible.

Regions are permitted 2 Centralized Regional Test Days per winter season (1 November – 15 April). The time and location are at the discretion of the region and are subject to evaluator availability. Tests shall be taken

within a skater's Home Club Region; unless special permission is granted by the Judges/Evaluators Chairperson Sheila Beard email; sheilabeard@eastlink.ca (example: Diamond Dances)

Summer Season

Schools and/or Clubs and/ or Regions will be permitted to hold a maximum of 2 All Level Test Days. Co-operation in the scheduling of test days is expected as the test days may need to be combined due to the availability of evaluators and ice.

Spring/Fall Seasons

Schools and/or Clubs will be permitted to hold a maximum of 1 All Level Test Day. Co-operation in the scheduling of test days is expected as the test days may need to be combined due to the availability of evaluators and ice.

General Information

A list of scheduled test days is available by contacting the Section Office.

Sheila Beard the Judge/Evaluator Chair is responsible for securing evaluators for all Test Days.

The Club/School Test Chairperson will contact the assigned evaluators and confirm the start time, location (with directions) and list of tests being tried, as well as giving the evaluator a contact phone number for the test chair (cell and home numbers would be ideal). **Please confirm/contact the assigned evaluators at least 1 week prior to test day with the test day schedule and again the day before the test day.**

Skate Canada Nova Scotia has made use of centralized region test days for quite some time and they have been well received. We find this method results in more positive results in securing the necessary evaluator for the higher level tests and we also feel it is more time and cost efficient for both clubs and evaluators.

Securing evaluators for the many test days can be difficult and time consuming. To facilitate this process, Sheila Beard must have the maximum test list 3 weeks prior to the test day. **A final schedule must be presented to Sheila Beard sheilabeard@eastlink.ca, 10 days prior to the test day.** The Judges/Evaluators Chairperson must approve any additions or changes to the schedule. Any test removed from the final test list 14 days prior to the test day will be entered as a retry unless a satisfactory reason for the withdrawal (illness or injury) is presented to the Club/School Test Chairperson in writing.

PLEASE REFER TO THE SKATE CANADA RULES AND REGULATIONS (TECHNICAL HANDBOOK) STARSkate PROGRAM SECTION 4000 FOR SPECIFIC RULES REGARDING TESTS

We hope that clubs will encourage coaches to be realistic and careful in the preparation of these test lists.

Evaluators assignments may not be altered by clubs in any way.

If a test day is cancelled, date, time or place changed for any reason, please notify the Section Office skatecanadans@sportnovascotia.ca 902-425-5454 ext 336 and Sheila Beard sheilabeard@eastlink.ca 902-305-0804 **immediately.**

STAR 1 – 5 tests that are coach evaluated **MUST** still be recorded with Skate Canada on a Summary Sheet and funds submitted.

The fee for all tests and assessments is \$12.00, with the exception of a skater who is **challenging a GOLD test** at a fee of \$60.00 per part of the test. (example: Gold Free Skate \$60.00 and Gold Elements \$60.00; Gold Dances \$60.00 each).

Summary Sheets

- Immediately following your test day, send the original copies of the summary sheets and test fees to Skate Canada Box 15, 261-1200 St Laurent Blvd., Ottawa, Ontario K1K 3B8
- Summary sheets can also be done on line
- For non-home club skaters who try tests at your test day, a photocopy of the summary sheet and tops of test sheets shall be send to the Test Chairperson of the skater's home club. Promptness is imperative, as skater's test records must be kept up to date.

Trial Evaluators are an important part of test days. We must continuously train and upgrade our evaluators. Please make them feel welcome at your test days and provide them with copies of the test sheets. Supervised evaluation and mentored sessions may occur on your test day. This may require a change in the originally assigned evaluator. In this case, you will be contacted by Sheila Beard 902-305-0804. We would very much appreciate your co-operation in these instances. Schedules of the test day are to be sent to Sheila via e-mail sheilabeard@eastlink.ca and the Skate Canada Nova Scotia office skatecanadans@sportnovascotia.ca

Skaters cannot re-take tests during the same test day.

Direct any inquiries to Sheila Beard Judge/Evaluator Chair sheilabeard@eastlink.ca.

8 Weeks Before Test Day

- Application requesting a test day(s) to be submitted to Skate Canada Nova Scotia Office, 5516 Spring Garden Road 4th floor, Halifax, B3J 1G6 phone 902-425-5454 ext 336 or fax 902-525-5606, e-mail skatecanadans@sportnovascotia.ca (make sure a reply is sent back confirming the e-mail has been received)

4 – 6 Weeks Before Test Day

- Post a note on club bulletin board to inform skaters/coaches/parents of time and location of the test session. Indicate on the notice the deadline date for the envelopes (7 days before the test day).
- Request preliminary numbers (Maximum List) from your coaching staff, (or clubs if it is a Region Test Day) so that you are able to give Sheila Beard an idea of what kinds of tests and how many tests you are going to have. Also, if there are any family conflicts with judges/evaluators, skaters and coaches. (During Summer Schools 3 weeks maybe a more realistic time for maximum lists)

3 Weeks Before Test Day

- Email Sheila Beard with your tentative numbers so that evaluators can be contacted for your test day.

2 Weeks Before Test Day

- Confirm that test envelopes have been given to skaters to be returned to the test chairperson with payment no later than 7 days before the test date
- Call Sheila Beard sheilabeard@eastlink.ca with the final numbers for your test day minimum list (this will allow the Sheila the chance to finalize her evaluator assignments).
- Be mindful of family conflicts.
- Prepare your draft schedule taking into consideration the availability of the evaluators, partners, conditional tests and skaters who are trying multiple tests.

Approximately 1 Week Before Test Day

- Divide envelopes by test and determine the number of tests that will actually take place.
- Post final schedule for viewing by skaters/coaches/parents, make sure a copy is sent to the Section Office skatecanadans@sportnovascotia.ca, Sheila Beard sheilabeard@eastlink.ca and the evaluators that will be at the test day.
- Work on completing your evaluators' sheets and summary sheets (if not doing on line).
- Ensure that you have additional test sheets in case a trial evaluator comes to your test session (extra sheets may be photocopies of blank test sheets).
- Arrange for hospitality for officials and volunteers.
- Confirm the start and finish times with your evaluators and ensure evaluators are fully aware of location (directions on how to get there), which tests they will be evaluating, and confirm that they will arrive ½ hour before their first scheduled test. Give the evaluators a phone number for yourself and/or the rink, in case something happens at the last minute.
- Identify ice captain and music persons and what music is to be played and for what warm up groups. Which dance music is going to be played for each person taking a dance test. Skills maybe tested with or without music.

Day Before Test Day

- Ensure that all summary sheets (if not being submitted on line) and evaluators sheets are completed, along with the applicable test requirements to pass. (often second sheet or back side of sheet)
- Call evaluators to remind them of their attendance, time, location/directions and what they are evaluating. The exchange of cell phone numbers could prove to be very helpful.
- Gather clipboards and sharpen pencils.
- Create a schedule of floods for the rink staff.

- Have a good night's rest, as tomorrow will be a busy day.

On Test Day

- Ensure that all the sheets are available when your evaluators arrive.
- Your evaluators are now in charge of the test day.
- **Ensure approved test day sanction is posted in the official's room, as our evaluators have been asked to look for this and if it is not posted/available are not permitted to officiate.**
- Summary sheets must be completed at either the arena or on line immediately following the test day. If done online print off a copy of the summary sheet for your records.
- Hand out the bottom half of the test sheets to the skater, coach or parent. The top half must be kept to complete the summary sheet and kept with the summary sheet.
- Ensure that skaters KEEP their portion of the test sheets. It is their responsibility to be able to prove which tests they have passed and when.
- Please circle whether the test was done by an evaluator or a coach, make sure the number of circles for each matches your totals at the top of the sheet.
- Prepare the expense monies for your evaluators expenses (e.g., mileage)
- Make sure the test day is running on time and that floods are completed as scheduled.

Day After Test Day

- Relax and enjoy yourself. You worked hard yesterday.

Within 1 Week of Test Day

- Send summary sheet, along with appropriate test fees, to Skate Canada, Box 15, 261 – 1200 St Laurent Blvd., Ottawa, Ontario K1K 3B8 – **maximum of 3 weeks**.
- Keep one copy of the summary sheet along with tops of test sheets on file at your club.
- If you are hosting a regional test day or have non-home club skaters, please make a copy of the summary sheet for any out of club skaters. Send both the copy of the summary sheet and the top of the test sheet to the home club.

Summary Sheet Issues:

- All boxes must be completed, with complete name of club no abbreviations (except SC for Skating Club).
- Not tried – put a line through the empty boxes.
- The Skate Canada number must be filled in correctly.
- Club numbers must be filled in correctly.

STAR 1-5 Assessment Test Chair Guidelines

- Establish assessment procedures with coaching staff
- In consultation with coaches communicate the process to parents and skaters
- Collect applicable fees for each assessment
- Ensure all skaters are eligible for the assessment (pre-requisites must be met) and are currently registered with Skate Canada
- Ensure that coaches doing the assessment are eligible to assess the skater
- Work with the coach as to who will prepare the assessment sheet and summary sheets
- Ensure all results are submitted to Skate Canada Box 15, 261 – 1200 St Laurent Blvd., Ottawa, Ontario K1K 3B8 – **maximum of 3 weeks**
- Ensure all payments are submitted to Skate Canada the fee is \$12.00 per assessment

CONTACT INFORMATION

Sheila Beard

7723 Hwy #14

Hardwood Lands, NS B0N 1Y0

902-305-0804

sheilabeard@eastlink.ca

Skate Canada

Box 15 261-1200 St Laurent Blvd

Ottawa, Ontario K1K 3B8

1-888-747-2372

fax 1-877-211-2372

www.skatecanada.ca

Skate Canada Nova Scotia

5516 Spring Garden Road 4th fl

Halifax, NS B3J 1G6

902-425-5454 ext 336

fax 425-5606

www.skatecanada.ns.ca

skatecanadans@sportnovascotia.ca

Test Submission Information

Organization #	
Organization Name	

Test Day	DD-MM-YYYY
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Please list all officials and/or coaches who have evaluated the submitted tests

Evaluator (Official/Coach)		
#	Skate Canada #	Name
1		
2		
3		
4		
5		

Test Chair	
Skate Canada #	
Name	
Telephone #	
Email	

Please enter fees for each test summary sheet submitted

Summary of Test					
Sheet 1	Fees \$	Sheet 11	Fees \$	Sheet 21	Fees \$
Sheet 2	Fees \$	Sheet 12	Fees \$	Sheet 22	Fees \$
Sheet 3	Fees \$	Sheet 13	Fees \$	Sheet 23	Fees \$
Sheet 4	Fees \$	Sheet 14	Fees \$	Sheet 24	Fees \$
Sheet 5	Fees \$	Sheet 15	Fees \$	Sheet 25	Fees \$
Sheet 6	Fees \$	Sheet 16	Fees \$	Sheet 26	Fees \$
Sheet 7	Fees \$	Sheet 17	Fees \$	Sheet 27	Fees \$
Sheet 8	Fees \$	Sheet 18	Fees \$	Sheet 28	Fees \$
Sheet 9	Fees \$	Sheet 19	Fees \$	Sheet 29	Fees \$
Sheet 10	Fees \$	Sheet 20	Fees \$	Sheet 30	Fees \$
Total Fees					
Cheque number					

Test Fees

STARSkate test fees are \$12.00 per individual test

Additional Fees

Gold Challenge Tests (Dance and Free Skate): \$60.00 per individual test

Gold Interpretive Challenge: \$12.00 for any lower level Interpretive test not previously achieved

Foreign Skaters: \$30.00 per individual test

Office use only		
Received:	Number of Individual Tests	
	Number of Foreign Fees	
Data Entered:	Initials: _____	Number of Gold Challenge Tests

Send to Skate Canada's Ottawa Service Centre at 261 – 1200 St. Laurent Blvd., Box 15, Ottawa, Ontario K1K 3B8

*Please keep a copy for your club records. Test summary sheets sent to Skate Canada will only be kept up to 90 days after the end of each fiscal year.

Summary Sheet

Please ensure that the information below is complete and correct prior to submission; missing information will result in delayed processing.

Please circle the number associated with the evaluator listed on the Test Submission Information page when filling out the official/coach field.

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Skate Canada #	Home Org name	Test Code	Circle Official/Coach 1 2 3 4 5	DD/MM/YYYY
Name	Home Org #	Pass <input type="checkbox"/>	Retry <input type="checkbox"/>	Fee \$

Total For Sheet

Send to Skate Canada's Ottawa Service Centre at 261 – 1200 St. Laurent Blvd., Box 15, Ottawa, Ontario K1K 3B8

*Please keep a copy for your club records. Test summary sheets sent to Skate Canada will only be kept up to 90 days after the end of each fiscal year.

TEST CODES for evaluator judged tests:**Free Skate**

Preliminary Elements	PRE1	Preliminary Program	PRP2
Jr Bronze Elements	JBE1	Jr Bronze Program	JBP2
Sr Bronze Elements	SBE1	Sr Bronze Program	SBP2
Jr Silver Elements	JSE1	Jr Silver Program	JSP2
Sr Silver Elements	SSE1	Sr Silver Program	SSP2
Gold Elements	GDE1	Gold Program	GDP 2
Gold Elements Challenged	GDECH	Gold Program Challenged	GDPCH

Skating Skills

Preliminary	PRSS	Jr Silver	JSSS
Jr Bronze	JBSS	Sr Silver	SSSS
Sr Bronze	SBSS	Gold	GDSS

Interpretive

Introductory singles	IIS	Introductory couples	IIC
Bronze singles	BIS	Bronze couples	BIC
Silver singles	SIS	Silver couples	SIC
Gold singles	GIS	Gold couples	GIC

Dance**Preliminary**

Dutch Waltz	DUT	Baby Blues	BAB
Canasta	CAN	Preliminary Creative	PCD

Junior Bronze

Swing	SWI	Willow Waltz	WIL
Fiesta Tango	FIE		

Senior Bronze

Ten Fox	TEN	European	EUR
Fourteenstep	FOU	Bronze Creative	BCD

Junior Silver

Keat's Foxtrot	KEA	American Waltz	AME
Harris Tango	HAR	Rocker Foxtrot	ROC

Senior Silver

Paso Doble	PAS	Blues	BLU
Starlight Waltz	STA	Killian	KIL
Cha-Cha Congelado	CHA	Silver Creative	SCD

Gold

Viennese Waltz	VIE	Viennese Challenged	VIE-CH
Westminster Waltz	WES	Westminster Challenged	WES-CH
Quickstep	QUI	Quickstep Challenged	QUI-CH
Argentine Tango	ARG	Argentine Challenged	ARG-CH
Silver Samba	SAM	Silver Samba	SAM-CH
Gold Creative	GCD	Gold Creative Challenged	GCD-CH

Diamond

Ravensburg Waltz	RAV	Gold Waltz	GOL
Austrian Waltz	AUS	Yankee Polka	YAN
Tango Romantica	TAN	Rhumba	RHU

All challenged tests must be submitted with a paper summary sheet not on line.

TEST CODES for coach assessed tests**Free Skate**

STAR 1	S1FS		
STAR 2 Elements	S2FSE	STAR 2 Program	S2FSP
STAR 3 Elements	S3FSE	STAR 3 Program	S3FSP
STAR 4 Elements	S4FSE	STAR 4 Program	S4FSP
STAR 5 Elements	S5FSE	STAR 5 Program	S5FSP

Dance

STAR 1 Ice Dance	S1D		
STAR 2a Dutch Waltz	S2aD	STAR 2b Canasta Tango	S2bD
STAR 3a Baby Blues	S3aD	STAR 3b Ice Dance	S3bD
STAR 4a Swing	S4aD	STAR 4b Fiesta Tango	S4bD
STAR 5a Willow	S5aD	STAR 5b Ice Dance	S5bD

Skating Skills

STAR 1	S1SS
STAR 2	S2SS
STAR 3	S3SS
STAR 4	S4SS
STAR 5	S5SS

Taken from the Skate Canada Rule Book

ADMINISTRATION OF TESTS IN THE STARSkate PROGRAM

1.0 TEST CHAIR DUTIES & RESPONSIBILITIES

- (1) **BE FAMILIAR WITH APPLICABLE MANUALS AND SUPPLIES:** Persons in charge of arranging tests should also consult the Association manual "Test Chair's Handbook". For this and other supplies required for tests refer to the current Association Catalogue of Supplies. (Rule 4602 (1))
- (2) **VERIFY CANDIDATES ELIGIBILITY FOR TESTS:** The Test Chair shall not permit a skater to participate in a test session unless the skater has a current registration number and all eligibility requirements have been verified prior to test day. The registration card or receipt for the application for registration, shall be shown to the Test Chair and the registration number shall be recorded on all test and summary sheets. (Rule 4602 (2))

2.0 LOCALE OF TESTS

Except as noted below all Skate Canada tests must be held in Canada.

- (1) **USA:** Skate Canada tests may be held in the U.S.A. provided that such tests are sponsored and conducted by a Skate Canada club.
- (2) **OTHER FOREIGN COUNTRIES:** Tests may be held in foreign countries (under exceptional circumstances) with the permission of the Board of Directors.
- (3) **CONTACT NATIONAL OFFICE:** Clubs and skating schools wishing to hold tests as defined in (1) and (2) above must contact the National Office at least two weeks prior to the scheduled test date for detailed information.

SCHEDULING OF TESTS

- (1) **LOCAL RULES:** Any local rules set up by a Section and approved by the Chair of the Skate Canada National Judges Subcommittee with respect to the scheduling of tests, shall be binding on the clubs and skaters of that Section providing they do not interfere with the intent or application of Skate Canada Rules and Policies. (Rule 4601)

WITHDRAWAL OF CANDIDATE

- (1) **RESPONSIBLE FOR THE FEE:** A candidate who withdraws within fourteen days of the time announced for the test shall be liable for the test fee. This fee shall be submitted with the fees for the tests tried. This applies to all tests including competition tests.
- (2) **CANDIDATE WITHDRAWAL PROCEDURE:** The candidate's name shall be entered on the summary sheet and marked as "not tried". The test shall be considered as a failed test.

- (3) **EXCEPTIONS:** The above shall not apply if the Test Chair at the relevant session is satisfied that illness or accident necessitated the withdrawal.

5.0 RESULTS OF A TEST

The evaluator's sheets are to be made available as soon as possible after the completion of the test to the candidate, his parents and his coach. They are not to be made available to other persons except for official record purposes.

6.0 REPORTING OF TESTS

An official test summary report must be completed for all tests taken and must be checked and signed by the referee/evaluator. The registration number and the home club of candidates must be noted on the test summary report. The club or skating school holding the tests must send the test summary report accompanied by the applicable fees to the Executive Director of the Association within three weeks of the date of the tests. Failure to report within the time limit or failure to remit the fees will render the tests null and void except at the sole discretion of the Board of Directors. (Rule 4603)

- (1) **RESULTS OF TEST RECORDED ON TEST SUMMARY:** The results awarded by each evaluator for each test shall be recorded on the summary sheet. Individual dances shall be recorded separately. For tests that consist of more than one portion, the results for each portion shall be recorded.
- (2) **COPIES OF TEST SUMMARY:**
- (a) **CLUB:** One copy of the test summary must be retained by the club or skating school holding the tests for a period of at least two years.
- (b) **CANDIDATE:** The original evaluator's test sheet shall be given to the candidate. When a test is taken by a candidate at other than his home club, the club or skating school holding the test must forward the original evaluator's sheet to the home club concerned, and notify that club of the number of the summary sheet upon which the marks are entered. These original evaluator's sheets may then be returned to the candidate. This rule applies to all *tests*, passed or failed.
- (3) **CHANGE OF NAME OF A CANDIDATE:** A candidate who, since the taking of any previous *test*, has changed his name or home club should notify the club or skating school of such change when applying for a test. Full details should be sent to the Executive Director of the Association with the report of the test taken.
- (4) **CANDIDATES FROM FOREIGN ASSOCIATIONS:** When a candidate from a foreign association takes a Skate Canada test the Chief Executive Officer of the Association will notify the secretary of the foreign association of the results of the test.

7.0 TEST EMBLEMS

- (1) **OFFICIAL TEST EMBLEMS:** The emblems for the successful passing of tests shall be the Skate Canada test medals, bars, pins and badge emblems.
- (2) **ISSUING OF TEST EMBLEMS:** All emblems shall be issued by the Chief Executive Officer of the Association, when s/he has been officially advised that the test has been passed. Requests for emblems must be made

and payment received from the candidate or his home club. For the list of emblems available and prices of same see the current Association "Catalogue of Supplies".

{3) **GOLD PIN:**

(a) **GENERAL:** A gold pin shall be presented gratis by the Association to all candidates passing the Gold Artistic Singles or Couples Test, Gold Free Skating Test, Gold Dance Test, Gold Interpretive Dance Test, Diamond Dance Test, Gold Skating Skills Test or Senior Competitive Tests (Singles, Pairs or Dance). (Rule 4604 (1))

Skate Canada Nova Scotia
Application for Test Day
2016 – 2017

Club/Region: _____

Date of Test Day: _____

Location: _____

Time: _____

Level of Tests being tried: _____

Clubs involved in this test day: _____

Test Day Coordinator: _____

Phone: _____ E-mail: _____

Section Office Signature: _____

Approved / Denied _____ Date: _____

**PLEASE POST THIS SIGNED APPLICATION AT THE TEST DAY FOR
INSPECTION BY EVALUATORS**

Please send this application for approval no less than 8 weeks prior to the test day to:

Skate Canada Nova Scotia

5516 Spring Garden Road 4th floor

Halifax Nova Scotia B3J 1G6

or

Fax 902-425-5606 or E-mail skatecanadans@sportnovascotia.ca

Address or fax for returning this form to the Test Chair: _____