

AFSC Test Scheduling Policy

March 19, 2007

This test session policy overrides all previous AFSC rules, policies, and any past precedents. It does not override the AFSC bylaws or the U.S. Figure Skating rules.

Test applications

For rules covering test applications, refer to the second page of the test application.

Setting the annual dates for test sessions

The schedule for test session dates shall be set by the test chair. Test sessions will usually be held on a Saturday or Sunday, not be held on a weekday, not be held on holiday weekends, and not be held within the two weeks prior to nor during a regular competition attended by AFSC skaters.

When a visiting (out-of-state) ice dance partner is in town, if an AFSC Full or Associate member wishes to take a partnered Compulsory Dance test or Free Dance test with the visiting ice dance partner, this will be accommodated if test personnel, appropriate local judges, and ice time are available.

Setting the schedule and skating order

The test chair will attempt to set the following order of testing: dance, moves, and then freestyle tests. This allows for optimal maintenance of ice conditions. Additional zams may be added as needed due to the length of the test session and the types of tests.

For testers who are taking both a moves test and the corresponding freestyle test, the test chair will attempt to put at least one other test in between to give the skater a rest period in between testing.

For judges or trial judges who are also testing at a particular test session, the test chair will attempt to schedule the test of the judge or trial judge before their judging or trial judging begins. Any scheduling requests such as this shall be provided to the test chair along with the application to be considered.

If a coach has multiple skaters taking the same test, input from the coach will be considered as to skating order only for that coach's skaters. This input shall only be considered if given before the test schedule is set.

If a test session becomes over filled, the priority for scheduling tests shall be as follows: (1) AFSC members who get applications in on time, (2) all others who get their applications in on time, (3) late applications from AFSC members, and (4) late applications from others.

The test chair shall determine the final skating order based on these guidelines.

Selecting judges for test sessions

The test chair shall ask local judges holding current U.S. Figure Skating judging appointments for interest and availability to judge at scheduled test sessions. The test

chair will attempt to use local judges as much as possible and will only use non-local judges if appropriate numbers of local judges are not available.

AFSC judges needing to judge additional tests to keep their judging appointment shall be given priority to judge at AFSC test sessions.

Selecting judges for each test

Selection of judges is at the sole discretion of the test chair. Given the pool of judges available for a given test session, the test chair shall identify which judges are appropriate candidates for each test. This involves matching judge level (e.g., bronze, silver, gold) and type (e.g., freestyle, dance) to the level and type of judges needed for each test. The U.S. Figure Skating rules TR 7.04, TR 7.05 and TR 7.06 shall further be used to narrow down any conflicts of interest. No other inputs shall narrow down this selection (i.e., the coaches and skaters will not be allowed to select nor remove a judge from a panel for a given test). The test chair shall select judges from the narrowed down list and will create the judging panels.

AFSC test sessions will, in general, not schedule one-person judging panels for tests where such a panel is allowed.

If the test chair is also a skater taking a test, the test chair shall give the list of appropriate judges to a former test chair or a high level local judge and let that person select the three judges for the test chair's test(s).