

OVERVIEW

The U.S. Figure Skating qualifying season for synchronized skating consists of four events, including three sectional championships and the U.S. Synchronized Skating Championships. Teams at the juvenile, intermediate, novice, junior, senior, senior elite 12, collegiate, adult, and masters levels will first compete at their respective Sectional Championship and are eligible to advance to the U.S. Synchronized Skating Championships. Teams at the preliminary, pre-juvenile, open juvenile, open collegiate, open adult, and open masters levels are considered “nonqualifying” and will only participate at their respective Sectional Championship. All four events are sanctioned by U.S. Figure Skating and conducted according to the most current edition of the [U.S. Figure Skating Rulebook](#), with changes and clarifications as posted on the U.S. Figure Skating website and this announcement.

2024 Qualifying Season Events



2024 Eastern Synchronized Skating Sectional Championships

Jan. 18 - 20, 2024 | Durham, NH
www.easternsynchrosectionals.com



2024 Pacific Coast Synchronized Skating Sectional Championships

Jan. 18 - 20, 2024 | Irvine, CA
www.pacificcoastsynchrosectionals.com



2024 Midwestern Synchronized Skating Sectional Championships

Jan. 24 - 27, 2024 | Wichita, KS
www.midwesternsynchrosectionals.com



2024 U.S. Synchronized Skating Championships

Feb. 21 - 24, 2024 | Las Vegas, NV
www.ussynchrochampionships.com

ELIGIBILITY

This competition is open to all synchronized teams at the levels listed below that are comprised of members who are eligible, restricted, reinstated, or readmitted persons, as defined by the Eligibility Rules, and currently registered members of a U.S. Figure Skating member club, a collegiate club, or an individual member in accordance with the current U.S. Figure Skating Rulebook. Refer to the current rulebook regarding eligibility of non-U.S. citizens.

Team Eligibility & Requirements

Levels/Events

Nonqualifying level teams who may participate only at the Sectional Championships are as follows:

- Preliminary, Pre-Juvenile, Open Juvenile, Open Collegiate, Open Adult, Open Masters

Qualifying level teams who may participate at the Sectional Championships and are eligible for advancement to the U.S. Synchronized Skating Championships are as follows:

- Juvenile, Intermediate, Novice, Junior, Senior, Senior Elite 12, Collegiate, Adult, Masters

For current program requirements, [click here](#). NOTE: you will need to use your Members Only login to access this page.

Team Renewal

To register for the 2024 qualifying season, teams must be current for the 2023-24 season with U.S. Figure Skating. Make sure you renew your team in Members Only prior to accessing registration. [CLICK HERE](#) for instructions on how to renew your team for the season.

Competition Roster

The competition roster is the list of all skaters (including alternates) who will be attending the competition with your team. This roster is managed in the team portal for the competition in EMS. To be added to the competition roster, a skater must meet all skater requirements as outlined in subsequent sections of this announcement.

- **Aug. 15 – Oct. 1:** Submit initial competition roster with sectionals registration.
 - Must submit a competition roster that meets the minimum requirements for your team's level to complete registration for the Sectional Championships.
 - Payment for Skater Fees for the number of skaters submitted on your competition roster will be due at this time.
 - **No late registrations will be accepted, all teams must complete registration by the Oct. 1 deadline.**
- **Registration Completed – Dec. 1:** Make changes to the competition roster in your Team Portal in EMS.
 - Changes at this time may include additions and substitutions. No *additions* will be permitted after the Dec. 1 deadline.
- **Dec. 2:** Teams will be assessed any outstanding skater fees for skaters added to the competition roster after registration. An email with instructions for payment will be emailed to all coaches and team managers associated with the team in their Members Only team profile.
- **Dec. 2 – Jan. 3:** Sectional Championship competition roster substitution requests
 - Form link will be available on the competition websites on Dec. 2.
 - Only substitutions are permitted at this time.
 - Roster substitutions must receive approval from the respective Sectional Vice Chair of the Synchronized Skating Competitions Subcommittee prior to being finalized. Rosters in EMS will be updated with substitutions after approval is received following the Jan. 3 deadline.

For teams that advance to the U.S. Synchronized Skating Championships, per Rule 2821, the entry form of the first qualifying competition of the year becomes the official team roster for the remainder of the year. Teams that advance to the Championships will be permitted to request substitutions to the competition roster from the time of advancement until two weeks prior to the start of competition. See the Advancement section of this announcement.

Collegiate Teams

Collegiate & open collegiate teams must submit a signed copy of [FORM C](#) verifying their academic eligibility by December 1, 2023 (Rule 2824, B). The completed form should be submitted via email to synchro@usfigureskating.org. If your form is not received by the Dec. 1 deadline, your registration will be considered incomplete and your team withdrawn from the sectional competition and therefore the qualifying season.

Collegiate and open collegiate teams will be permitted to withdraw their qualifying competition entry without penalty until December 1. Entry fees will be refunded (Rule 2821, C).

Skater Requirements

To be added to a competition roster, skaters must have met the following requirements:

- Membership: must be current for the 2023-24 season (have an end date of 6/30/2024 or later)
- Age: must meet requirements for the team's level by July 1
- Moves in the field test: must be met by Oct. 1. NOTE: a skater may not be added to the competition roster until this requirement has been met, no exceptions to the Oct. 1 requirement will be made for any skater added to the competition roster between Oct. 1 and Dec. 1.
- Waivers & Medical Registry: must be completed for the current season in the skater's individual members only profile. See below for additional information.
- Citizenship: Meet the citizen and residency requirements as stated in Rules 2230-2243, see below for additional information.
- Compliance: for skaters identified as "mandatory athletes" by the U.S. Center for SafeSport; must be completed prior to the team checking-in to the competition, not required at time of registration. See below for additional information.

Please note: A skater may not be added to a competition roster unless all requirements are met. No exceptions will be made.

Waivers & Medical Registry

All skaters are required to complete waivers and medical registry online in their individual Members Only profile. Directions on how skaters may complete these items is outlined below and in the PDF linked [HERE](#).

- Go to www.usfsaonline.org
- Log in using the skater's member number and password
- Choose "Events" and then "Competition Profile"
- Select "Sign Waivers" and initial all boxes (must be completed by a parent or guardian for athletes under 18 years of age)
- Return to "Events" and then "Competition Profile"
- Select Edit Medical Registry
- Complete form with current insurance and medical information
 - Note, if information has not changed, you must still click SAVE to be identified as current for the season.

Age Verification

This is required for skaters competing on juvenile, intermediate, novice, junior, and senior teams who have not previously submitted proof of age to U.S. Figure Skating (Rule 2824, A). Identification documents must be compiled into one document or zip file and e-mailed to memberservices@usfigureskating.org by the coach or team manager. Emails with individual submissions will not be accepted.

Citizenship

If a skater is not a citizen of the United States or has previously represented another ISU Member Federation, they must complete one of the following forms and receive approval prior to being added to a competition roster. Citizenship status may be viewed in your Members Only profile. It is recommended that the applicable forms and test credit request be received no less than 10 days prior to the roster deadline of Dec. 1.

If you have any questions about a skater's status and how to proceed with these forms, please email events@usfigureskating.org and someone can assist you in navigating the best steps for your skater.

- Non-U.S. citizen looking to compete in U.S. Figure Skating Qualifying Competitions (Rule 2240)
 - [CC-01 Letter](#)
 - [CC-01 Form](#)
- U.S. Citizen returning from competing for another ISU Member Federation (Rule 2230)
 - [CC-02 Letter](#)
 - [CC-02 Form](#)
- [Request for Foreign Test Credit](#)

Compliance Requirements

Mandatory Athletes are skaters age 18+ as of the competition start date who will be competing on a team (i.e. synchro, dance, pairs, theatre, etc.) with at least one Minor athlete. They 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.

The local organizing committee will have a list of mandatory athletes who are cleared for a credential at the competition. Mandatory athletes will not be required to check-in independently from the team, but the athletes' credentials will be pulled, and the team flagged for review at check-in. Any mandatory athlete that has not completed the required training or cannot provide proof of compliance (i.e., compliance card) will not be allowed a credential or participation in the competition – *no exceptions*. We strongly urge all team managers and mandatory athletes to maintain a copy of proof of compliance with them at the time of check-in.

Team Personnel Requirements

Each team will receive a maximum of four coach credentials and two team service personnel credentials. Credentialed team service personnel may include team managers and/or team service personnel members. To receive a credential at the competition, team personnel (coaches and team service personnel) must meet all compliance requirements for the current season.

The local organizing committee/club will have a list of team personnel who are cleared for a credential at the competition. Team personnel will need to check in at the event registration desk and show a government issued photo ID to receive a credential. Team personnel who are ***NOT*** on the list will need to show proof of compliance, as required by your role with the team, and a photo ID at check-in.

If a team personnel cannot provide a photo ID and is not on the list or cannot produce the necessary documents, he or she will not be allowed a credential – *no exceptions*. We strongly urge all team personnel to have their

compliance cards with them. Non-credentialed coaches will not be permitted in the designated coaching area at rink side during events, including practice sessions. Non-credentialed team personnel will not be permitted in any team designated areas.

Items noted with a red star () below may be reviewed via U.S. Figure Skating Members Only Website:

www.usfsaonline.org → Person Icon or Account → Member Profile → Compliance

Coach Requirements

- ✓ Must be a current full member of U.S. Figure Skating either through a member club or as an individual member.
- ✓ If 18 years or older, must submit information, provide proper payment of \$30, and successfully pass a background check. *
 - The background check will be valid for two seasons, the one in which it was completed plus one additional.
- ✓ If 18 years or older, must complete annual SafeSport™ Training. *
 - The training will be valid for 365 days from date of completion and there is no cost for the training/certification.
- ✓ Must complete the Professional Coach/Choreographer Coaching Education Requirement (CER) through the [Professional Skaters Association \(PSA\)](#) if coaching a qualifying level team. Coaches who are only coaching teams at the preliminary, pre-juvenile, open juvenile, open collegiate, open adult, and open masters levels are not required to complete the CER requirement
- ✓ Must submit proof of general liability insurance with limits of \$1 million per occurrence/ \$5 million aggregate.
- ✓ Must agree to the U.S. Figure Skating Code of Ethics. *
- ✓ Must complete three waivers: 1) Assumption of Risk, Waiver and Release and Indemnification Agreement, 2) Medical Consent, and 3) Name and Likeness Release and Consent Agreement. *
- ✓ If coaching a team at a qualifying level (juvenile, intermediate, novice, junior, senior, collegiate, adult, masters), must be a full member of the [Professional Skaters Association \(PSA\)](#).

Team Service Personnel Requirements

- ✓ Must be a current member of U.S. Figure Skating either through a member club or as an individual member.
- ✓ Submit information, pay for (\$30 biannually), and successfully pass an annual background check through U.S. Figure Skating in Members Only. No other form of background check will be accepted. *
- ✓ Complete SafeSport™ Training. *

REGISTRATION

Any team wishing to participate at one of the Synchronized Skating Sectional Championship competitions and/or hoping to advance the U.S. Synchronized Skating Championships must follow the steps below to complete registration.

Timeline

OPEN: August 15, 2023 at 5:00 p.m. ET

CLOSE: October 1, 2023 at 11:59 p.m. ET

All registrations must be completed by the Oct. 1 deadline. **No late registrations will be accepted.**

Online Registration in EMS

All teams are required to register online via the U.S. Figure Skating Event Management System (EMS). Anyone listed as a coach or team manager for a team in their Members Only team profile will be able to access the registration system.

1. Go to <https://m.usfigureskating.org>.
2. Use your personal member number and password to login.
3. Click the **BLUE "EMS Event Management System"** button.
4. Choose "Competition Registration – Teams" from the menu.
5. Select the team you would like to register for competition.
6. Go to the "Qualifying" tab.
7. Click the REGISTER NOW button.
NOTE: Only the Sectional Championship for which your team(s) are eligible will appear.
8. Walk through the on-screen registration process which will include:
 - a. Team Verification: confirm the team's information is accurate.
 - b. Registration Overview: review general information about the competition.
 - c. Event Selection: Confirm the event you are registering the team for is accurate.
 - d. Competition Roster Selection: Click the "**Add Skaters**" link. The screen will display all skaters listed in your Main Roster. Check the box next to each skater's name to add them to the competition roster. You must submit a roster that meets the minimum requirements for your team's level to complete registration.
 - e. Coach Information: Click the "**Add Coaches**" link. The screen will display all coaches listed in your Team Profile. Check the box next to each coach's name to add them. Only the coaches who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add coaches who are listed in your Team Profile.
 - f. Team Service Personnel Information: Click the "**Add Team Service Personnel**" to add attending team service personnel. The screen will display team managers and team service personnel listed in your Team Profile. Check the box next to each name to add them. Only the team service personnel who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add team service personnel who are listed in your Team Profile.
9. Payment via credit card will be required to complete your registration as it is the only accepted form of payment for registration in EMS. Registrations are not considered complete until an invoice confirmation via email has been received.

NOTE: Payment must be submitted individually for each team's registration. If you are planning on registering multiple teams in a short period of time, it is recommended that you contact your credit card company to prevent anti-fraud systems from being activated.

Entry Fees

All teams entering the Qualifying Season for synchronized skating must pay the appropriate entry fee(s) to U.S. Figure Skating. There is no additional entry fee for the U.S. Synchronized Skating Championships. Online payments via credit card are the **ONLY** accepted forms of payment. Once entries have closed, there are no refunds on entry fees.

Qualifying Team Fee - \$600

Juvenile (IJS), Intermediate (IJS), Novice (IJS), Junior (IJS), Senior (IJS), Senior Elite 12 (IJS), Collegiate (IJS), Adult (IJS), and Masters (IJS) teams only

Nonqualifying Team Fee - \$300

Preliminary (IJS), Pre-Juvenile (IJS), Open Juvenile (IJS), Open Adult (6.0), Open Masters (6.0), and Open Collegiate (6.0) teams only

Skater Fee - \$20/skater

All teams, qualifying and nonqualifying, are required to pay \$20/skater on the competition roster.

At the time of registration, you will be required to pay \$20/skater submitted on the competition roster.

After the roster change deadline (Dec. 1), your team will be assessed any additional fees for the number of skaters added to the competition roster between the time of registration and the roster deadline. Any coach or team manager associated with the team will receive an email notification when these additional fees have been assessed with instruction for online payment. You must coordinate between your team administrators who will be submitting the invoice. Payment for additional skater fees must be completed prior to checking-in to the competition.

No refunds will be issued for removing skaters on your competition roster after skater fees have been paid before or after the Dec. 1 deadline.

Admin Fee - \$25

All teams are required to pay a non-refundable administrative fee of \$25/team.

Competition Management

The EMS Team Portal will be the primary hub of communication for all relevant competition information, guidelines and procedures. The following items must be submitted/managed through the EMS Team Portal.

Music & Planned Program Content (PPC)

EASTERN & PACIFIC COAST DEADLINES: Wednesday, January 10 at 11:59 p.m. ET

MIDWESTERN DEADLINE: Wednesday, January 17 at 11:59 p.m. ET

All teams entering the qualifying competition season are required to upload their competition music and, if competing in an IJS event, submit their planned program content *one week* prior to their respective competitions. All music and PPC submissions must be made via the Team Portal in EMS. Questions? Email productsupport@USFigureSkating.org.

Competition Roster

Only skaters listed on the competition roster, including fully compliant mandatory athletes, will receive a credential at the competition.

- **Roster Change Deadline** – Dec. 1 at 11:59 p.m. ET
- **Additional Skater Fees Assessed** – Dec. 2
 - Fees only assessed to teams who have added fees from the total fees paid at registration by adding skaters to the competition roster after registration was completed.
 - An email will be sent to affected coaches and team managers with instructions for payment.
- **Roster Substitutions** – must be submitted via the Roster Change Request form between Dec. 2 and 2 weeks prior to the competition start date (Jan. 3).

Team Personnel

REQUEST: Wednesday, January 3 at 11:59 p.m. ET

Any coach or team service personnel to attend the competition with the team must be identified in EMS. Teams are permitted to list a maximum of four (4) coaches and two (2) team service personnel. Compliance for team personnel can also be viewed on this page. While this list can be updated at any time, we ask that your team identify their team personnel and assure they are fully compliant at least two weeks prior to the competition start date so we can assure credentials can be printed and made available at registration. If you change this information within 2 weeks of the competition, email events@usfigureskating.org with your team's name, level, and personnel change to assure appropriate credentials are available on-site.

Practice Ice

Official practice ice (OPI) and unofficial practice ice (UPI) will be available at each competition. Credits for OPI and UPI sessions must be purchased and paid for in EMS. For additional information about your competition's practice ice sales process and offerings, visit the competition's website.

Withdraws

Once a team has entered, all withdraws are considered final. A team may not re-enter the event even if the withdrawal occurs prior to the entry deadline of October 1. To withdraw from the event, email Megan Romeo at mromeo@usfigureskating.org with your team's name, U.S. Figure Skating team membership number, event in which your team is entered, and the competition from which you would like to withdraw.

ADVANCEMENT

Teams at the juvenile, intermediate, novice, junior, senior, senior elite 12, collegiate, adult, and masters levels are eligible to advance to the U.S. Synchronized Skating Championships. All teams advancing to the U.S. Synchro Championships, whether through qualification at a sectional event or bye, will receive an official advancement email after all sectional competitions have concluded and results are final which will include pertinent information about the Championships (ex. unofficial practice ice sales, mandatory forms, etc.). All teams that qualify will have their entries advanced by U.S. Figure Skating Headquarters staff.

Teams will be required to resubmit their music and PPC for the Championships in EMS. No additions may be made to the competition roster between the sectional and championship events. Only substitutions may be requested via the roster change request form and will require approval from the respective Sectional Vice Chair. Official practice ice (OPI) will be complimentary, but additional unofficial practice ice (UPI) will be available to purchase.

Additional information for teams attending the U.S. Synchronized Skating Championships will be provided with the official advancement email and posted on the competition website, www.ussynchrochampionships.com.

Advancement Criteria

Four teams from each section, in each event, shall be permitted to enter the U.S. Synchronized Skating Championships. However, additional teams may be invited to participate – Two or Fewer Rule (2832), Fill-Up Rule (2833). A chart of qualifying numbers from each event will be made available on the sectional and championships websites prior to the start of events.

Byes

All teams wishing to compete in the U.S. Synchronized Skating Championships must register for their designated sectional event by the October 1 deadline. Teams awarded a bye to the championships will receive official notification in writing from U.S. Figure Skating and have their sectional registration advanced to the championships.

Electing not to compete at the Championships

If a team elects not to compete at the U.S. Synchronized Skating Championships, the team must notify headquarters by emailing events@usfigureskating.org within 48 hours of the conclusion of their sectional event.

Alternates

Teams placing fifth and sixth (or the two placements beyond the number of qualifying teams from that event) at the sectional championships will be designated as first and second alternates. Alternates do not need to complete any information for the championships unless contacted by U.S. Figure Skating.

TECHNICAL DETAILS

Conduct of Events

For the 2023-2024 season, the following levels will be conducted in accordance with the International Judging System (IJS): Preliminary, Pre-Juvenile, Juvenile, Open Juvenile, Intermediate, Novice, Junior, Senior, Senior Elite 12, Collegiate, Adult, and Masters. The following levels will be conducted under the 6.0 judging system: Open Collegiate, Open Adult, and Open Masters.

The sectional and U.S. Synchronized Skating Championships are sanctioned by U.S. Figure Skating and will be conducted under the rules set forth in the most recent edition of the Official U.S. Figure Skating Rulebook and this announcement. **Coaches are required to read the Rulebook and know all rules pertaining to their team(s).**

[Link to U.S. Figure Skating Rulebook](#) | [Link to Technical Info for Synchronized Skating](#)

Alternate Rules

Rule 2825: Each synchronized skating team may have alternates listed on the team roster. The maximum number of alternates is four. Teams may have a total of four athletes on their roster in addition to the maximum number permitted on the ice for their respective level.

Cross-Skater Rules

Rule 2826: An individual skater may skate on more than one, but not more than two, synchronized skating teams as long as the respective teams are in different levels. All of the stipulations of rules 2056, 2827, and 9400-9530 must be met.

Rule 2827: No team may be comprised of more than 50% of athletes who are also on any other team. This applies to both the entire roster and the athletes who are skating on the ice at any given competition.

Official Practice Ice

Official practice ice (OPI) will be conducted per Rule 2940 at the sectional and U.S. Synchronized Skating Championships. For sectionals, the cost of official practice ice is at the discretion of the LOC.

6 Minute Segment (Rule 2942)

Preliminary Free Skate

8 Minute Segment (Rule 2943)

Pre-Juvenile Free Skate, Juvenile Free Skate, Open Juvenile Free Skate, Adult Free Skate, Open Adult Free Skate, Masters Free Skate, Open Masters Free Skate, and Open Collegiate Free Skate.

10 Minute Segment (Rule 2944)

Intermediate Free Skate, Novice Free Skate, Junior Short Program, Senior Short Program, Senior Elite 12 Short Program

11 Minute Segment (Rule 2945)

Junior Free Skate, Collegiate Free Skate

12 Minute Segment (Rule 2946)

Senior Free Skate, Senior Elite 12 Free Skate

Each team shall be allowed to have their music played two times. No stopping or restarting of the music will be allowed once the music has been started.

No additional official practice ice will be available for teams that qualify for Championship Rounds.

Unofficial Practice Ice

Unofficial practice ice will be offered and scheduled at the discretion of the Local Organizing Committee (LOC). Visit your competition's website for information about what is being offered.

ADDITIONAL INFORMATION

COVID-19 Policy

Each competition will provide details about the COVID-19 safety measures being taken on-site at their competition. The host LOCs for each competition will work closely with U.S. Figure Skating to confirm local COVID policies as applicable with guidance from the U.S. Figure Skating Sports Science and Medicine Committee. This information will be communicated on the respective event website and shared via email with all registered teams.

Insurance/Liability

U.S. Figure Skating, the host club(s) and/or interclub association, the organizing committee and the ice arenas being utilized for these events accept no responsibility for injury or damage sustained by participating in the sectional or championship events (Rule 1600).

Anti-Doping

Anti-doping tests will not be conducted at either the sectional or championship events.

SkateSafe® Policies

All competitions included in the synchronized skating qualifying season will abide by the policies set forth in the most current edition of the [SkateSafe® Handbook as well as the most recent team locker room policies](#). If you have any questions about these policies, email SkateSafe@usfigureskating.org.

Team Locker Room Policy

The designated team coach, team manager, team service personnel and athletes competing at the skating event are allowed in the Locker Rooms/Changing Area designated for their team. The team coach, team manager, and team service personnel must remove themselves from the Locker Room/Changing Area while any Minor Athlete(s) are actively changing or undressing. If there are any Mandatory Athletes who do not meet the Close-in-Age Exception, they must also remove themselves from the locker room while Minor Athlete(s) are changing. All Locker Rooms/Changing Areas will be monitored. If any concerns arise, immediately contact the Locker Room/Changing Area monitor. If there are concerns regarding this policy, an athlete should change prior to arriving at the competition. The use of any recording and photographic devices inside a Locker Room/Changing Area is strictly prohibited. Any violation of this policy is punishable under the U.S. Figure Skating SkateSafe® policy and U.S. Figure Skating Rulebook.

Travel Policy

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport an unrelated 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 11 of the [SkateSafe® Handbook](#).

School Absence Letter

For skaters who are also students, it is strongly recommended that they provide their school with the official U.S. Figure Skating School Absence Letter well in advance of departure for competition so that skaters and their teachers may engage in developing a plan for academic success surrounding their absence for the competition.

The School Absence Letter can be found under the General Information section of the [Synchronized Rules and Resources](#) page in members only. Questions? Email synchro@usfigureskating.org.

TEAM REGISTRATION CHECKLIST

- Renew your team for the 2023-24 season (Members Only) prior to October 1.
- Assure all skaters have met skater requirements for being added to the competition roster.
 - Membership is current.
 -
 - Moves in the field test level is appropriate for team's level (no later than Oct. 1).
 - Waivers & Medical Registry have been completed in skater's Members Only profile.
 - [CLICK HERE for instructions](#)
 - Skaters are all citizens or have completed appropriate citizenship forms.
 - Non-citizen - [CC-01 Letter](#); [CC-01 Form](#)
 - Returning Citizen - [CC-02 Letter](#); [CC-02 Form](#)
 - [Request for Foreign Test Credit](#)
 - Be aware of any skaters who will be required to complete compliance as a mandatory athlete prior to checking in to the competition. Compliance is not required for your team to register, but it is still important to be aware of.
- August 15 – October 1: Complete registration for your respective Sectional Championships online via EMS.
 - Members Only → EMS → Competition Registration – Teams → Qualifying → Register Now
 - Payment via credit card is required to complete registration. Fees are as follows:
 - Team Fee
 - Qualifying Levels - \$600
 - Nonqualifying Levels - \$300
 - Skater Fees
 - \$20/skater on the competition roster at the time of registration
 - NOTE: fees for any skaters added to the competition roster will be assessed after the roster change deadline of Dec. 1
 - Admin Fee
 - \$25/team, nonrefundable
- December 1:
 - Deadline for changes to your competition roster in EMS.
 - Collegiate and Open Collegiate Teams only, submit [Form C](#).
- December 2:
 - Outstanding Skater Fees assessed; email with payment directions emailed to all coaches and team managers associated with the team in their Members Only team profile.
 - Roster change request form available on competition website; no additions to the competition roster permitted after the Dec. 1 deadline.
- January 3
 - Deadline for roster change request form.
 - Request all coaches and team managers be listed in the Team Portal in EMS and compliance complete.
- January 10/17: Deadline for Music and PPC submissions for East/MidPac respectively
- January 17 – 29: 2023 Synchronized Skating Sectional Championships
 - Assure all members of your roster and team personnel are fully compliant prior to checking in to the competition.
- After January 29: advancement details for teams that qualified for the 2024 U.S. Synchronized Skating Championships is distributed.
 - NOTE: As the sectional events take place over the course of two weeks, teams will be notified of their advancement on the Monday following the conclusion of their respective sectional events. Additional details and deadlines about the Championships will be shared with all advancing teams (ex. practice ice sales, music/PPC submission, etc.) after January 29 via email and on the event webpage www.ussynchrochampionships.com.
- February 21 - 24: U.S. Synchronized Skating Championships (The Orleans Arena in Las Vegas, NV).