

# Test Level Terms & Conditions 22/23

## General

1. Active membership of British Ice Skating ('BIS') is required for the application for, claiming of, and participation in, test sessions and competitions at which test levels can be achieved
2. Prior to being able to apply for any national tests or competitions, skaters must complete the SkateUK Skate Star programme. Please ensure you have included a photograph of the double page spread (see below) and that the skater name and member ID number is in the subject title. This must be sent to [test.membership@iceskating.org.uk](mailto:test.membership@iceskating.org.uk). Once processed, you will receive email confirmation and can proceed with test and competition entry
3. Test applications and competitive test claims must be made using the relevant and current forms, making the appropriate payment as requested on those forms and the BIS website
4. Applications and claims must be signed by the person responsible for the skater's membership (skater / parent / guardian) as well as a BIS-licenced coach of at least level 2 who has attended the applicable training seminar (Field Moves for national tests, IJS discipline-specific module for competitive test claims)
5. Separate applications must be made by each member of a skating pair or couple, as an application or award is specific to an individual

## National Test Application

1. Application confirms a candidate's readiness to take a test
2. Test applications should be made a minimum of 28 days before a test session
3. It is the responsibility of the individual making a test application to include all dates unavailable on their application - this can be updated and added to via a skater's profile should further dates become unavailable, before being scheduled in for a test
4. Test sessions are scheduled by the BIS Test Organisers with the information provided to the BIS office, and are subject to availability of ice, judges, skaters and pending tests. Due to the unique circumstances of each Test Centre, the Test Organiser, not the office, is the individual with the up-to-date details about planned sessions - please observe the habitual communication methods specific to each Test Centre (e.g. via noticeboards, a BIS-licensed coach or direct by e-mail)
5. Candidates will be given at least 14 days' notice of being scheduled for a test session, except in exceptional circumstances such as late additions. The BIS Test Organiser will communicate the schedule either directly, through the named coach or via a noticeboard
6. Failure to attend the scheduled test will result in forfeit. Candidates who are unable to attend due to illness or school examinations must submit a Doctor's Certificate or a letter from the school to ensure the test is held in credit. This should be done as soon as possible and in advance of the test session where possible
7. Test applications are made to a specific test centre. Changing the test centre requires the authorisation of both test organisers and must go through the official channels and processes as outlined by BIS, and any transfers are added to the bottom of a pending list. Tests taken at any test centre other than the test centre at which the test application sits may be deemed void
8. BIS qualified judges have full authority during the tests, and along with the BIS Test Organiser will be responsible for the efficient running of the session

9. Candidates who are entered for two or more tests, at the same or different standards, will forfeit the fee if they refuse to skate all tests unless failure prohibits the next level, in which case the test may be held over but will be included at the end of any outstanding lists. Such held over tests will only remain valid on one such occasion - failure of a lower level test twice, resulting in the higher test not being taken, will result in a forfeit of the higher test application
10. A candidate who is given a retry for a test cannot retake this test at any test centre until at least 28 days later
11. The recording of videos during test sessions is forbidden
12. Test Applications are non-refundable and are forfeit after 12 months provided the skater has been offered fair opportunity to take the test
13. Fees for void tests are forfeited
14. Any test that is not held in accordance with these rules may be considered null and void

## Competitive Test Claims

1. Competitive Test Scores can be claimed for one (1) month following approval and publication of the event on the BIS Website
2. Candidates applying for tests must already hold at least one segment (Elements / Free; Pattern Dance / Short Dance / Free Dance) of the discipline at the level below the test they are applying for. In the event they only hold one of the segments at the lower level on gaining the higher test they will be credited with, and required to pay for, the 'missing' segment at the lower level. The only exceptions being overseas skater entering the UK Test System and skaters of Advanced Novice Level and above transferring from another discipline

As a requirement of claiming an award is to already hold the previous award level, please apply for the 'missing' segment first (within one month as per paragraph 1 above), and once BIS process this, you will have a further month to claim the subsequent award level

3. National Test Applications and Competitive Test Claims are separate processes

If a test is pending at National level, it cannot automatically be transferred to being claimed competitively. If the skater has already been scheduled to take the National test, the payment will become forfeit, therefore checks need to be made prior to any such transfer

The process to follow is to initiate a Competitive Test Claim using that function within the requisite timescales, BIS will review the award claim as per normal process, but DO NOT make payment for the approved award, rather contact the office advising you wish to transfer the National test application, at which point BIS will conduct the checks to ascertain whether this can be done or not, and will revert back to you with the outcome and any applicable confirmation

4. Scores for competitive tests may be achieved in:
  - 4.1 All BIS permitted and approved Open competitions, Qualifiers and Championships using the current Generic Criteria, Solo Dance Series Criteria or ISU criteria for the season. Adult Competitions do not use these criteria. Some restrictions on rink sizes below 56 m x 26 m will apply, most commonly that claims cannot be made for ISU categories (i.e. from competing at Basic Novice / Level 4 upwards)

- 4.2 International Competitions and Championships using the ISU criteria for the season and where the majority of both the Technical panel and Judging panel are drawn from the ISU Officials list for the season subject to the following conditions:
- 4.2.1 Where no more than one member of the Technical Panel is not on the ISU Officials list for the season
  - 4.2.2 When 5 Judges and a separate Referee are present no more than one Judge is not on the ISU Officials list (i.e. if fewer than 5 judges, all MUST be on the ISU Officials list, and there must be a separate Referee)