

WINDY CITY FIGURE SKATING CLUB

Test Session Registration Information & Policy

General Guidelines

Registrations for Windy City FSC Members will be accepted starting 5 weeks prior to Test Date /

4 weeks for Non-Windy City FSC Members. Registration closes 14 days prior to Test Date or sooner if session is full.

ONLY MAILED REGISTRATIONS WILL BE ACCEPTED

NOTE: Applications postmarked before the registration opens will not be accepted.

All registrations are processed first come first served (determined by postmark)

Incomplete registrations will not be accepted and will be returned

All Skaters must complete the "Release and Waiver of Liability" form. Note: This is a one time form

Skaters must be a current USFSA member in good standing or USFSA will put test results on hold

Note: Skater's may not test with a Learn to Skate Membership

A Coaches signature is required on Registration Form as verification the test level is correct

Skaters may register for more than one test. However if a test is contingent on passing a previous test taken within the same test session and the required test is not passed, fees paid for any test not taken are forfeited.

Registrations are not transferable to different test dates

Cancelations **MUST** be received 7 days prior to Test Date or forfeit registration fee

Final Test Schedule will be emailed to Coaches 5 days before Test Session

Only One skater/family per envelope

Include a separate check, **payable to Windy City FSC** for each test. Include skater's name & test on check

Mail Registrations to:

Valerie McKinney, WCFSC Test Chair

2619 W. Superior St.

Chicago, IL 60612

Special Test Sessions

As a courtesy for Windy City Club Members, Coaches may arrange a special test session for their skater's.

Skater's name, USFS#, Test Level taking, Test date & time, as well as Judge's name must be emailed to Test Chair at least 10 days prior to test date to allow for verification of Skater's eligibility.

Special Test Session results will not be accepted without prior approval

Special Test Sessions will only be approved for the following test levels:

- Moves in the Field Pre-Preliminary & Preliminary and Free Skate Pre-Preliminary without Music.

- Ice Dance: Preliminary, Pre-Bronze & Bronze Note: Special Ice Dance Test Sessions are very limited and may only be taken during WCFSC Club Ice. Times for these tests are very

limited and will only be allowed for special circumstances
In addition to registration fees, Skater's must also pay the required ice fee

Non-Members

Must include a Permission Form/Letter from your home club with this registration to test.

Non-Member Registrations received without this letter will not be accepted

Out of Club Fees for Non-Club WCFSC Members

- Moves in the Field & Singles Free Skate tests: \$20.00 for each test
- Ice Dance Tests fee for DuPage FSC Only: \$20.00 for up to three tests within the same level

(no fee required for Clubs that are members of the Skating Council of Illinois)

Refund Policy and Fees

A full refund will be issued only when a skater emails a cancellation request to the Test Chair no later than 7 days at midnight prior to the test session date to: Valerie McKinney at
HYPERLINK "mailto:internetvmail@gmail.com" internetvmail@gmail.com

There will be no refunds for tests cancelled after the cancellation deadline except for extreme reasons

Skaters may register for more than one test. However if a test is contingent on passing a previous test taken within the same test session and the required test is not passed, fees paid for any test not taken are forfeited.

Checks returned for Non-Sufficient funds will incur a \$35 NSF fee from Windy City FSC.