



New South Wales Ice Skating Assoc Inc

NSWISA Test Application Policy

Date Approved:	09/10/2018	Effective Start Date:	09/10/2018
Policy Number:	NSWISA005	Version Number:	3.0
Review Date:	April 2019		
Related Policies/Procedures/Forms:	ISA By-Laws Section 2		

1. Purpose of the Policy

This Policy outlines the process for applying for tests and restrictions regarding requesting changes to the date for which the test was applied for.

NSWISA understands that test sessions fill up quickly and all efforts are made to ensure as many skaters as possible are able to test in each session. We encourage all skaters and their coaches to plan their season in advance and apply for test sessions when they are ready to take the test, but also in time for them to qualify to enter competitions throughout the season.

2. Application of the Policy

This Policy applies to all eligible NSWISA Members and Guests of other State Associations and ISU Members. This Policy applies to all skaters wishing to complete tests in NSW.

3. Eligibility

To be eligible to take a test in NSW, skaters must meet the following criteria at the time of application for the test:

- Each skater must be a financial Member of NSWISA or another State Association or ISU Member and a home Club
- Each skater must hold the relevant ISA test level or equivalent to take the test applied for as per ISA By-Laws Section 4

4. Policy

All test applications will need to be made online through the NSWISA website for the session the skater intends to test at and the fee paid will be applied to that session only.



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The test fee will not be refundable if the test booking is cancelled/changed except in the case where a medical certificate is provided within one week of the booked test date at the latest, and the request is approved by the NSWISA Executive. In the event a skater is unable to attend their designated test session, they are required to notify NSWISA as early as possible.

If another Test booking is required this must be done online by the skater/parent for an available Test date and full payment made at this time. NSWISA Administration will not change Test dates on behalf of skaters.

Every effort will be made to ensure the maximum number of tests are applied to each Test session before the date is closed.

Test sessions will only proceed when there is a minimum of 6 tests allocated to a session. A test is a pattern test, a technical test or a dance test or any part thereof. Completing two dances within the one dance test counts as one test. Skaters who take a pattern test and a technical test will be seen to be completing two tests. In the case where a session is cancelled due to an insufficient number of tests, NSWISA Administration will reallocate skaters to other sessions, with priority and without charge.

Version History:

Version	Approval Date	Change
1.0	10/04/2018	Policy Introduction
2.0	14/08/2018	Policy Update
3.0	09/10/2018	Policy Update