

*The North Atlantic Figure Skating Club
presents the*

NORTH ATLANTIC OPEN



MARCH 2 & 3, 2024

FAMILY ICE ARENA, 20 Hat Trick Drive, Falmouth ME

2024 Excel Series participating competition
2023-2024 NEICC High School Series participating competition

Sanction: #33992

ENTRY DEADLINE: FEBRUARY 10, 2024



FOR MORE INFORMATION: naopen@northatlanticfigureskating.org

I. COMPETITION OVERVIEW

The 2024 North Atlantic Open will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#), and/or current [Compete USA handbook](#) as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated, or readmitted persons as defined by the Eligibility Rules.

Skaters must be a currently registered member of a U.S. Figure Skating member club, a Learn to Skate USA® member program (for Compete USA events), a collegiate club, or who is an individual member in accordance with the current rulebook. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

EXCEL SERIES INFORMATION:

The 2024 North Atlantic Open is a participating competition within the 2024 Excel Series. Skaters must register to participate in the Excel Series prior to competition at designated events to have their points recorded and seen in the standings. **Skaters must register for the Excel Series by March 1, 2024, or prior to their first Series Competition – whichever is earlier.** [Excel Series Information](#)

Excel Judging System: The IJS will be used for Excel Pre-Preliminary Free Skate through Excel Senior Free Skate events (including “PLUS” levels). The 6.0 judging system will be used for Aspire 1-4 Free Skate levels.

NEICC HIGH SCHOOL SERIES INFORMATION:

The 2024 North Atlantic Open will be hosting a high school portion under the NEICC High School Series. Registration for this portion of the competition will be done via Entryeeze.

High School Events Judging System: The 6.0 judging system will be used for all high school events.

[High School Series Handbook](#) | [High School Series Information](#)

II. ELIGIBILITY

Singles: Excel & Well Balanced

- Skaters must meet at least the minimum singles test requirements for the event’s level. A skater’s singles test level may be higher than the minimum requirement.
 - Skaters may skate up one level higher than their minimum test requirement allows.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete’s competitive floor is set by one of the following scenarios:
 - If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
 - If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the “floor” set by their excel series entry.

- If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to information sheet [HERE](#) or email events@usfigureskating.org.

All other singles/specialty events:

Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

Compete USA events:

All Learn to Skate USA® Snowplow Sam 1-4 and Basic 1-6 skaters must skate at the highest level passed or one level higher and NO official U.S. Figure Skating tests may have been passed, including Moves in the Field or individual dances.

Skaters entering pre-juvenile and lower events as well as Compete USA events will be divided as closely as possible by age should the number of entries warrant more than one group. While every effort is made to have separate events for males and females, the LOC reserves the right to combine males and females, if necessary, as U.S. Figure Skating rules allow. The LOC may eliminate events due to insufficient entries or ice time limitations.

EVENTS OFFERED:

Click [HERE](#) to view the program requirements for the current season.

This competition will use program requirements for the 2023-2024 season as well as adhere to any specific changes taking place January 1, 2024. Excel 2024 requirements will be used for all Excel free skate events EXCEPT High School excel events which will use the 2023 Excel free skate requirements.

SINGLES	JUDGING	Event Price
Well Balanced Short Program (Juvenile - Senior)	IJS	\$125
Excel Free Skate (Pre-Preliminary - Senior)	IJS	\$150
Well Balanced Free Skate (Pre-Juvenile - Senior)	IJS	\$150
Adult Well Balanced Free Skate (Adult Pre-Bronze - Master Jr/Sr)	IJS	\$150
SPECIALTY	JUDGING	Event Price
Compulsory Moves (Pre-Juvenile - Senior)	IJS	\$125
Adult Compulsory Moves (Adult Pre-Bronze - Masters Jr/Sr)	IJS	\$125

COMPETE USA EVENTS	JUDGING	1 st Event Price	2 nd Event Price
Snowplow Sam - Basic 6 Elements	6.0	\$80	\$50
Snowplow Sam - Basic 6 Program w/ Music	6.0	\$80	\$50
Aspire 1-4 Compulsory Moves	6.0	\$80	\$50
Aspire 1-4 Free Skate	6.0	\$80	\$50
Adult Compulsory Moves (Adult 1-6, Beginner, & High Beginner)	6.0	\$80	\$50
Adult Free Skate w/ Music (Adult 1-6, Beginner, & High Beginner)	6.0	\$80	\$50
Excel Compulsory Moves (Excel Pre-Preliminary - Excel Preliminary)	6.0	\$80	\$50
Well-Balanced Compulsory Moves (No Test - Preliminary)	6.0	\$80	\$50
Well-Balanced Free Skate (No-Test - Preliminary)	6.0	\$80	\$50
HIGH SCHOOL EVENTS	JUDGING	1 st Event Price	2 nd Event Price
Beginner Team Maneuvers	6.0	\$80	N/A
Low Team Maneuvers	6.0	\$80	N/A
Intermediate Team Maneuvers	6.0	\$80	N/A
High Team Maneuvers	6.0	\$80	N/A
Excel Free Skate (High Beginner – Senior)	6.0	\$80	\$50
Solo Pattern Dance (Preliminary – Gold)	6.0	\$80	\$50
Solo Showcase Events (Low/Int/High)	6.0	\$80	\$50
Duet Showcase Events (Low/Int/High)	6.0	\$80	\$50
Trio Showcase Events (Low/Int/High)	6.0	\$80	\$50

OUR COMMUNITY:

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

NON-DISCRIMINATION:

U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program receives, investigates and addresses allegations of discrimination or harassment throughout its

membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (*GR 1.01*) and Code of Conduct (*GR 1.02*), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit www.USFigureSkating.org/SkateSafe or email SkateSafe@USFigureSkating.org.

SKATESAFE® COMPLIANCE:

For full details about participant compliance requirements, refer to the U.S. Figure Skating SkateSafe® webpage: www.usfigureskating.org/skatesafe.

COACHES:

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

All coaches must check in at the Registration table. The LOC/club will have a list of compliant coaches cleared for a credential at the competition. Coaches will need to check in at the event registration desk and show a government issued photo ID to receive a credential. If a coach cannot provide a photo I.D. and is not on the list or cannot produce necessary documents, they will not be allowed a credential – no exceptions. Non-credentialed coaches will not be permitted in the designated coaching area at rink side events including practice sessions. **All coaches are required to wear their credentials during the competition.** Coaching at U.S. Figure Skating events without compliance is an ethics violation which is reported to U.S. Figure Skating.

With EMS, coaches must be included within a skater's registration or updated through their EMS Skater Portal via "[My Coaches](#)". All coaches declared at the time of registration will be included on the registration confirmation email. Note: There is no registration approval process within EMS as the data (membership and test level) is tied to the U.S. Figure Skating database. Non-compliant coaches will receive automated email reminders through the start of the competition.

EMS Coach Resources: [My Competitions](#) | [My Skaters](#) | [Coach Schedule](#)

III. REGISTRATION INFORMATION

We will be hosting two different registration sites for this competition. EMS will be used for the Singles, Specialty, and Compete USA events (see chart above) and Entryeeze will be used for the High School events. If you wish to compete in both HS events AND

Singles/Specialty/Compete USA events, you will need to sign up for both portions in each different platform.

Registration Deadline: 02/10/2024 at 11:59 ET

Late Registration Deadline: 02/17/2024 at 11:59 ET + \$50 Late Fee

*The host club reserves the right to close registration at any time if event capacity is met

ONLINE REGISTRATION VIA EMS FOR SINGLES (EXCEL, WELL-BALANCED, SHORT PROGRAM), SPECIALTY, COMPETE USA:

Online registrations will be accepted via [EMS](#). Payment must be made at the time of registration by credit card only. Each transaction includes a 3% transaction fee.

1. Go to <http://www.usfsaonline.org>.
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate USA® member number and password.
 - a. If you need assistance with your member number and password, contact Member Services at memberservices@usfigureskating.org.
3. Click EMS then “Competition Registration”.
4. Choose “*North Atlantic Open*” from the list of nonqualifying competitions.
 - a. If you need assistance completing your registration, contact productsupport@usfigureskating.org.

ONLINE REGISTRATION VIA ENTRYEEZE FOR HIGH SCHOOL EVENTS:

Online registrations will be accepted via [ENTRYEEZE](#). *Payment must be made at the time of registration by credit card only*. Each transaction includes a \$3.50 administrative fee.

1. Go to <http://comp.entryeeze.com/Home.aspx?cid=694>
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate USA® member number.
3. Fill out all required information and create a 4-digit PIN
4. Select your event(s). Pay special attention to the registration process for showcase duets and trios.
 - a. For showcase duets: The highest leveled skater (if different levels) should sign up and then list partner and US Figure Skating number. Only one duet member needs to sign up and pay.
 - b. For showcase trios: The highest leveled skater (if different levels) should sign up and then we will contact you to confirm remaining team members. Only one trio member needs to sign up and pay.

If you need assistance completing your registration, contact naopen@northatlanticfigureskating.org.

FOREIGN SKATERS:

Non-U.S. skaters intending to register for this competition must set up a non-member account prior to registering for the competition ([click here for HOW TO](#)). This can be done by choosing the “Non-Member? Create Account” option on the [Members Only](#) login page.

TEST CREDIT:

In accordance with Rules 4100 and 4200-4202, skaters may receive credit for certain tests by

meeting minimum scores at a competition held under IJS. The athlete must “skate-up” to the event for which they are seeking test credit, in addition to having already passed any prerequisites prior to the competition event. Skaters that meet the requirements for test credit may request their test credit packet by purchasing the test credit merchandise item on EMS, along with a \$25 administrative fee prior to the entry deadline. Test credit packets can also be purchased at registration during the competition but must be purchased **prior** to the start of the event for which credit is being requested. Test credit packets can be picked up at the competition or they will be emailed, as soon as possible, following the competition. It is the competitor’s responsibility to submit the packet to their club Test Chair for submission to U.S. Figure Skating for test credit.

MUSIC SUBMISSION/UPLOAD:

Music Upload Deadline: 02/20/2024 11:59 ET

Late Music Upload Deadline: 02/27/2024 11:59ET with \$25 late fee

***Competitors will upload music into EMS and/or Entryeeze depending on registration.**

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rinkside whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode, and volume turned to maximum.

EMS MUSIC UPLOAD: Competitors participating in singles, specialty, and Compete USA events with music are required to upload their music to [EMS Competition Portal](#) no later than **February 20, 2024, at 11:59pm ET**. After this date, skaters will be locked out of this feature and subject to a **\$25 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

EMS SKATER MUSIC UPLOAD HOW TO: [CLICK HERE](#).

If you need assistance, email productsupport@usfigureskating.org.

ENTRYEEZE MUSIC UPLOAD: Competitors participating in NEICC High School events with music are required to upload their music no later than **February 20, 2024, at 11:59pm ET**. After this date, skaters will be locked out of this feature and subject to a **\$25 late fee**. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite. *If you need assistance, email naopen@northatlanticfigureskating.org.*

PLANNED PROGRAM CONTENT (PPC) SUBMISSION/UPLOAD – FOR IJS EVENTS ONLY:

PPC Upload Deadline: 02/20/2024 11:59 ET

Late PPC Upload Deadline: 02/27/2023 11:59ET with \$25 late fee

EMS PLANNED PROGRAM CONTENT (PPC) – Competitors participating in IJS events are required to submit PPC in [EMS Competition Portal](#) no later than **February 20, 2024, at 11:59pm ET**. After this date, skaters will be locked out of this feature in EMS and subject to a **\$25 late fee**. The late fee will automatically be added to each skater’s cart who doesn’t meet this requirement by the

deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

EMS PPC UPLOAD HOW TO: [CLICK HERE](#)

If you need assistance, email productsupport@usfigureskating.org

REFUND POLICY

Entry fees will not be refunded after the entry deadline unless no competition exists or the event is canceled. There will be no refunds for medical withdrawals. Online processing fees and administrative fees are non-refundable.

LIABILITY:

U.S. Figure Skating, Learn to Skate USA®, North Atlantic Figure Skating Club and its Board of Directors, the City of Falmouth, ME, and Family Ice Center accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

IV. COMPETITION DETAILS

FACILITIES:

Arena: Family Ice Center (FIC), 20 Hat Trick Drive, Falmouth, ME 04105, www.familyice.org
The ice surface at Family Ice Center measures 200ft x 85ft with rounded corners.

LOCKER ROOMS AND CHANGING AREAS:

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use, and where identified will be gender specific. An exception can be made for athletes under 11 years old that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy and the [SkateSafe® Handbook](#).

Because locker rooms are for athletes only, we will have a designated open and monitored area set up for assistance for tying skates, helping with hair, etc.

Any changes or updates will be communicated to all participants prior to the competition.

U.S. FIGURE SKATING TRAVEL POLICY:

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport a 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 12 of the [SkateSafe® Handbook](#).

OFFICIAL WEBSITE & UPDATES:

Official notices, schedules, and updates will be posted on the [North Atlantic Open event page](#) of the website before and during the competition and/or sent out via email to registered participants. It is the responsibility of each competitor, parent, and coach to check the event

page frequently for any schedule changes and/or additional information pertaining to the competition.

Skaters should arrive 1 hour prior to the scheduled time of their event. A tentative schedule of events will be posted prior to the competition.

Starting orders and results will be posted live online. No paper results will be posted onsite.

SCHEDULE OF EVENTS:

Competitors may be scheduled on any day or time during the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available. Skaters are encouraged to check the website/EMS portal periodically for changes to events and/or times. Posting of such changes and other announcements will be considered sufficient notice to competitors.

The LOC reserves the right to cancel single entry events based on ice time constraints. If a single-entry event is canceled, the skater will have the option to skate up one level or receive a full refund. Online processing fees are non-refundable.

PRACTICE ICE:

Practice ice is planned to be available for this competition. The practice ice schedule will be available after the close of entries and posted with the competition schedule. All participants will be notified via email once available. You will be able to register for practice ice on the competition page of the [EMS Competition Portal](#) website or [Entryeeze Competition Portal](#) after the schedule is posted. Requests will be processed in the order they are received. Onsite practice ice sales will be available if space is still available the weekend of the competition.

ONSITE CHECK-IN:

Check-in will open on Saturday, March 2, 2024, at 7:00am and on Sunday, March 3, 2024, at 7:00am. Check-in will take place in the lobby of Family Ice Center.

If you are participating in a role requiring compliance, please be sure to [download or print your compliance card](#) to verify your compliance status on-site, if requested. If you believe your compliance card does not accurately reflect your compliance status, please contact skatesafe@usfigureskating.org at least 2 business days prior to the competition for assistance.

ADMISSION:

Each competitor and approved coach named on the entry form will be admitted at no charge. There will be an additional charge for all other admissions. Spectator fees will be as follows:

Adults (12 and over): \$10

Seniors (65+) and Children (6-12 yrs): \$5

Children 5 and under: Free

AWARDS:

Awards will be presented for 1st, 2nd, 3rd, and 4th places in each group. Award ceremonies will be scheduled at various intervals throughout the competition and will be presented off-ice in a designated area.

PHOTO/VIDEO:

Please visit the [North Atlantic Open event page](#) on our website for details about photo and/or video availability. IMPORTANT: Per U.S. Figure Skating policy, photographing and/or recording of anyone other than your own skater is strictly prohibited. Do not use flash photography at any point during the competition.

ADDITIONAL INFORMATION:

Visit the [North Atlantic Open event page](#) for updated information about competition merchandise, hotel options, schedules, and any other pertinent information for the competition.

CONTACT INFORMATION:

Competition website: <https://www.northatlanticfigureskating.org/north-atlantic-open/>

For questions, please email Caryn Bickerstaff at naopen@northatlanticfigureskating.org or call 425-508-3591. For quickest response, please use email. Please do not call Family Ice Center for information.

Competition Chair: Caryn Bickerstaff

Chief Referee: Gerald Miele