

Registration Information

2019/2020 Season For Regional Host and Team Managers



SKATECANADA SYNCHRONIZED SKATING CHAMPIONSHIPS

The process for online registration will be very similar to last season. The Regional Host will be responsible for officially registering each Team. The Team Managers will be responsible for ensuring all Online Registration Forms are received by Skate Canada by all deadlines. This information sheet will give a breakdown of when all items are due to Skate Canada, and when you will receive certain items from Skate Canada. The Skate Canada contact for the 2019-2020 Season is Danielle Williams. If you have any questions or concerns she can be contacted at dwilliams@skatecanada.ca or 1.888.747.1007 ext. 762.

Registration Process

1. Regional Host Section submit their Nationals Entry List using the template provided by Skate Canada, no later than 48 hours (midnight EST) following the completion of their Regional Championship.
 - a. Please note that the listing of Coaches, Choreographers and Team Managers should be those associated with the Team throughout the season, not necessarily those who are attending Nationals.
2. Regional Hosts are asked to use the excel template provided to enter their complete entry list – it contains drop down menus that can only be accessed if the information is entered electronically. Please do not handwrite and submit the entry list.
3. Team Managers will also have 48 hours (midnight EST) following the completion of their Regional Championship to complete their Team Registration Forms. See exact dates listed above.
 - a. [Team Registration Form](#)
 - b. [Short Program Planned Program Sheet \(Junior and Senior only\)](#)
 - c. [Free Program Planned Program Sheet](#)

Note: If there are changes to your Planned Programs after your submission, **please complete a new submission**. Your newest submission will be used.
4. Skaters will have 48 hours (midnight EST) following the submission of the Official Entry List to complete their individual registration.
 - a. [Athlete Waivers](#)

Detailed instructions for the Team Registration Form, as well as the Athlete Waivers will be posted on the Skate Canada [Info Centre](#). Please familiarize yourselves with the Athlete Waivers in order to answer any questions your skaters may have.

Please be mindful of errors when filling out these forms, accuracy of information is **VERY IMPORTANT**. Once you fill out each form you will receive a copy of your submission. Please review to ensure it is correct. If there is an error, please let Danielle Williams know right away at dwilliams@skatecanada.ca

Entry Fee Payment

The payment of Entry Fees will be the same as last season. They will be directly within the Team Registration Form. This means that Entry Fees will be paid with a Credit Card at the end of submitting your Team Registration Form. The Entry Fee Calculator below will outline the cost of Entry Fees.

Entry Fee Calculator

Team fee: \$300.00

Fee per skater: \$35.00

Number of Skaters	Fee
12	\$720
13	\$755
14	\$790
15	\$825
16	\$860
17	\$895
18	\$930
19	\$965
20	\$1000

Only those skaters whose names are listed on the team registration form for the Regional Championships will be allowed to compete in the 2020 Skate Canada Synchronized Skating Championships. No substitution or addition shall be allowed. The team size ranges permitted in each category are listed below:

- ◆ Novice, Intermediate and Open: 12-16 skaters (+ 4 alternates)
- ◆ Junior and Senior: 16 skaters (+ 4 alternates)

Questions regarding registration for the 2020 Skate Canada Synchronized Skating Championships should be directed to Danielle Williams at dwilliams@skatecanada.ca or 1.888.747.1007 ext. 762.

For assistance with this process please contact:

Danielle Williams

Tel: 613.747.1007 x 762

Toll Free: 1.888.747.2372 x 762

Email: dwilliams@skatecanada.ca