

# CHECKLIST FOR TEST CANDIDATES

## Prior to Test Day

- Complete Test Application and fill in all requested information, including USFSA number.
- Submit completed application and fees prior to deadline.
- If you are testing with a club other than your home club, request that your home club test chair or officer send the necessary permission to the host club.
- Provide proof of having passed the prerequisite test requirement.
- If you have a special need or request let the test chair know as far in advance as possible.
- If after applying for a test you find you cannot make it, notify the test chair immediately.
- Check with the test chair in advance to determine if club uses a cassette player, CD player or both.

## Test Day

- Plan to arrive one hour prior to your scheduled warm-up time unless instructed otherwise.
- Bring with you:
  - Skates and guards
  - Skating outfit
  - Tape or CD plus a backup
  - Water and snacks
  - Test permission if not already sent
  - Extra laces
  - Extra pair of tights
  - Something to do quietly until test time (book, Walkman with headphones, etc.)
- Make sure skates are polished and have new or clean laces.
- Dress properly for the test – girls, nice dress and sweater; boys, nice pants and top.
- Upon arriving at the rink check in with test chair or assistant and determine if there has been any schedule changes.
- Turn in your tape or CD. Make sure tape is rewound and that tape or CD is clearly marked with your name. Again, have a backup just in case something happens to original.
- Keep your voice down so as not to interrupt another tester's concentration.
- Have skates on and be ready to get on the ice when called.
- Be aware of which end of the ice you will be starting your test.

## During Test

- Prior to starting your test introduce yourself to the judging panel.
- Wait for a signal from the judge-in-charge or other official prior to starting test and each move.
- During Moves in the Field tests you may speak BRIEFLY with your coach between moves but NOT between changes of direction. However, skater should be ready to start when signaled to do so.
- At conclusion of your test do not leave the ice until dismissed by your judging panel.
- If judges request a reskate of an element let the judges know whether you plan to warm it up or just do it. Also, you may speak briefly with your coach.

## After Test

- Test papers will be given to you so you can see the results and read the judges comments.
- Return the original test papers to the test chair before leaving the rink. However you may be able to obtain copies from the test chair or rink management.
- Be mindful of other skaters' feelings.
- Retrieve your tape or CD.
- Thank the judges and those in charge of the test session.
- Make sure you have all of your belongings before departing the rink.