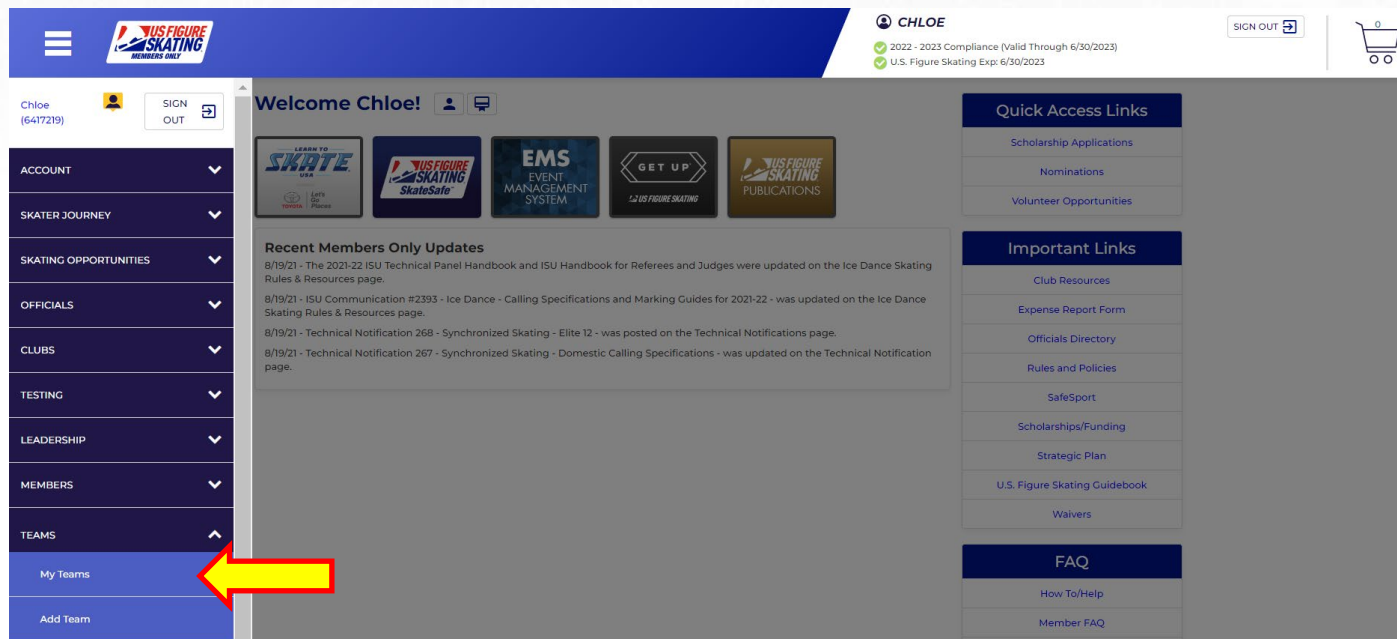


Steps for Intercollegiate Team Compliance

1. Log onto Members Only via www.usfsaonline.org then go to Menu (top left) > Teams > My Teams.



Chloe (6417219) | SIGN OUT

Welcome Chloe!

Recent Members Only Updates:

- 8/19/21 - The 2021-22 ISU Technical Panel Handbook and ISU Handbook for Referees and Judges were updated on the Ice Dance Skating Rules & Resources page.
- 8/19/21 - ISU Communication #2393 - Ice Dance - Calling Specifications and Marking Guides for 2021-22 - was updated on the Ice Dance Skating Rules & Resources page.
- 8/19/21 - Technical Notification 268 - Synchronized Skating - Elite 12 - was posted on the Technical Notifications page.
- 8/19/21 - Technical Notification 267 - Synchronized Skating - Domestic Calling Specifications - was updated on the Technical Notification page.

Quick Access Links:

- Scholarship Applications
- Nominations
- Volunteer Opportunities

Important Links:

- Club Resources
- Expense Report Form
- Officials Directory
- Rules and Policies
- SafeSport
- Scholarships/Funding
- Strategic Plan
- U.S. Figure Skating Guidebook
- Waivers

FAQ:

- How To/Help
- Member FAQ

2. Look at “End Date” and “Team Requirements”. End date should say **6/30/2025** and team requirements should say “Complete”.

N/A - Throughout the season, all skaters on this roster will either be under 18 OR 18 and over.

Membership #	Name	Level	EndDate	Team Compliance	Team Requirements	Actions
6010147	University of California Berkeley	Intercollegiate	6/30/2024		Not Complete	Main Roster: Manage Download Roster Competition Roster: Manage

1 - 1 of 1 items

- Click “Main Roster: Manage” to enter your team’s profile. You will be prompted to renew the team with 2 steps: updating Team Profile and updating the Main Roster.

Team Renewal

Step 1: Verify your Team's Profile.

Click save after you have completed the profile. You may appoint Team Coaches / Managers now or after you have renewed.

[Cancel Renewal](#)

Update your team email, add a website (not required), and update the rink where **most** practices will happen.

Verify the information is correct and press “Save”.

Team Profile

* Indicates a required item.

Status: Active

Team Type: Intercollegiate Team

Membership #: 6014901

* Name: University A

* Team Level: Intercollegiate

* Team Email: croberts@usfigureskati

Website:

* Rink: Broadmoor World Arena Ice Hall

[Search](#)

Select a Rink where the majority of training takes place.

* I verify this information is correct.

[Save](#) [Cancel](#)

Team Personnel

Coaches [Add](#)

Team Managers [Add](#)

Roberts, Chloe [X](#)

Team Service Personnel [Add](#)

Select “Add” to add any new team managers or coaches (team coaches are not required). Use the **X** to remove old managers and coaches.

Note: intercollegiate teams **SHOULD NOT** list Team Service Personnel (this is only for synchro).

- Once you verify and hit ‘save’, you will be automatically redirected to your 2024-2025 Main Roster. This roster should include all athletes on the team, whether they are competing or not.

MEMBER OF:



UNITED STATES
OLYMPIC & PARALYMPIC
COMMITTEE



Team Renewal

Step 2: Build your Team's main roster.

Once you are finished, click 'Finalize Team Renewal'. You may skip building the main roster until after you have renewed your team.

[Cancel Renewal](#)

[Finalize Team Renewal](#)

Name	Regular End Date	LTS End Date	Membership Number	Member Type	Birthdate	Skater Requirements	Remove
Roberts, Chloe	6/30/2023		6417219	Member	5/21/1996	Not Complete	Remove
Brody, Scott	6/30/2024		6047071	Member	12/17/1993	Not Complete	Remove

1 - 2 of 2 items

[Add Team Member](#)

Select "Add Team Member" and click the "Search" button. It is preferable to search based on member number rather than first/last name.

6047071 Member 12/17/1993

Add Team Member

Add Member To Roster

Member:

[Search](#)

[Submit](#) [Close](#)

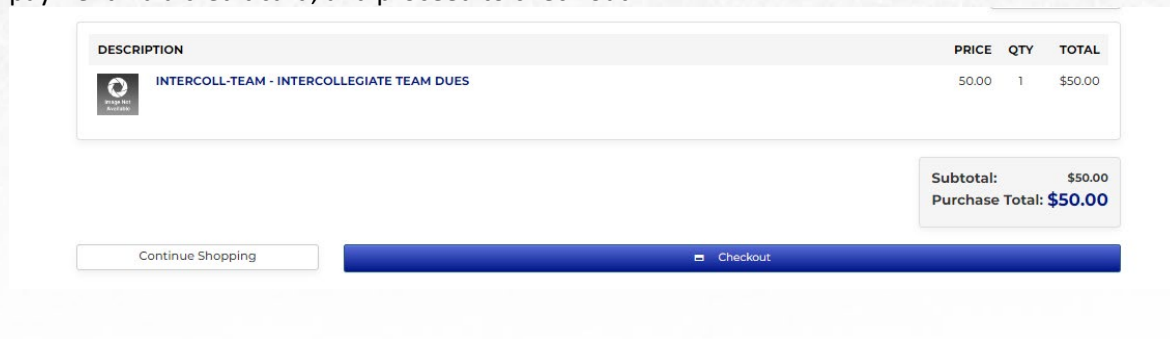
Once you have finished removing/adding skaters, press 'Finalize Team Renewal'.

5. You will now be prompted to pay your team's dues (new for the 24-25 season). Submit

MEMBER OF:



payment via a credit card, and proceed to check out.



6. Navigate back to your team profile (Teams > My Teams). Now take a look at the “Skater Requirements” column. Skater Requirements are the waivers and forms that each skater is required to fill out in order to compete or participate on the team. These should ALL say “Complete”. If listed as “Not Complete”, you can click to see what components the skater is missing. When all skaters on your roster have completed their skater requirements, the “Team Requirements” will be completed.



- Waivers and Release
- Medical Consent
- Name and Likeness Release
- Medical Registry



- Waivers and Release (Valid Through 6/30/2025)
- Medical Consent (Valid Through 6/30/2025)
- Name and Likeness Release (Valid Through 6/30/2025)
- Medical Registry (Updated 7/12/2024)

Skaters can access their forms by going to Account > Member Profile > 2024-2025 Competition Season Profile. Skaters need to complete all waivers, the medical registry, and the media/school information form.

My Profile

Chloe Roberts

Member # 6417219

2024 - 2025 Compliance (Not Complete)

Home Club: Baltimore FSC (Expired On: 6/30/2024)
Region: South Atlantic
Section: Eastern

[2024-2025 Competition Season Profile](#) [View Transactions](#) [Photo Upload](#)

[Profile Information](#) [Compliance](#) [SafeSport™ Training](#) [Skate Test History](#) [Competition History](#) [Committee History](#) [Baltimore FSC](#) [Coach](#)

[Edit Profile](#)

Basic Information

First Name:	Chloe
Middle Name:	Jane
Last Name:	Roberts

Demographic Information

Person Roles:	
Ethnicity:	White, not of Hispanic Origin
Veteran Status:	I am not serving or have not served in the U.S. Armed Forces

- If a Minor Athlete (17 years old and under) is on your team, you are required to list them on your roster and **ALL SKATERS are required to complete and have a current SafeSport™ training.** If a Minor Athlete will turn 18 in the middle of the season, all Adult Participants (18 years and older) on the team are required to complete their Mandatory Athlete compliance requirements. You should be able to track their compliance and training in the “Compliant” column (see below).

[Download Team Main Roster](#)

[Team Profile](#) [2023 - 2024 Main Roster](#) [Transactions](#) [2023-2024 Competition Season Profile](#)

Success

Name	Regular End Date	LTS End Date	Membership Number	Member Type	Birthdate	Compliant	Skater Requirements	Remove
Roberts, Chloe	6/30/2023		6417219	Member	5/21/1996	Yes	Complete	Remove
Brody, Scott	6/30/2024		6047071	Member	12/17/1993	No	Not Complete	Remove
				Member	5/4/2016	N/A	Not Complete	Remove

1 - 3 of 3 items

- All Team Managers** are required to have current U.S. Figure Skating membership, complete an annual SafeSport™ training course, and have a current NCSI green-light background check. Team Coaches are required to complete all mandatory Coach compliance items, as determined by U.S. Figure Skating. You can track your Team Managers’ and team Coaches’ compliance in the Team Compliance tab.

Visit [EMS](#) to register and manage your team for the qualifying season.

My Teams [Team Compliance](#)

Compliance output for the team simply gives you an overview of all skaters on the team have completed their compliance items, if applicable.

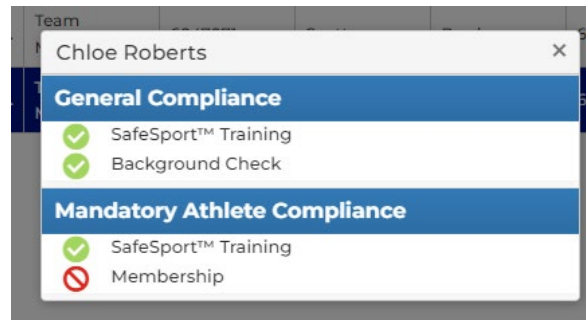
Upcoming - A skater on this roster will be turning 18 during the season while other team members are under 18.
No - At least one skater on this roster is at least 18 and is not compliant while other team members are under 18.
Yes - All skaters on the roster who are at least 18 are compliant while other team members are under 18.
N/A - Throughout the season, all skaters on this roster will either be under 18 OR 18 and over.

Membership #	Name	Level	EndDate	Team Compliance	Team Requirements	Actions
6014901	University A	Intercollegiate	6/30/2024	No	Not Complete	Main Roster: Manage Download Roster Competition Roster: Manage

1 - 1 of 1 items

The Compliant column will display a future end if the Participants compliance will expire mid-season- this date signifies when the Participants SafeSport™ Training will expire. If someone's SafeSport™ training expires mid-season, they are required to complete the next applicable course in their sequence in order to be compliant for the remainder of the season. The SafeSport courses that meet the Center's mandatory training requirements are, in sequence, SafeSport Trained, Refresher 1, Refresher 2, and Refresher 3.

If a Participant is listed as "No" under the Compliant column, you can click the "No" icon to see what items they are missing.



Questions regarding compliance? Please reach out to our SkateSafe® Department at skatesafe@usfigureskating.org.