## **USFSA Event Management System (EMS) Competition Registration**

Step 1. Login to USFSA account.



If it is your first time logging on, click on Forgot Password / Forgot Member Id •

- USFSA member number can be found on your EntryEeze membership profile. Contact president@mountainviewskating.com if you have trouble.
- BE SURE TO USE THE SKATER'S MEMBER NUMBER!

Members Only         Your Digital Hub for Figure Skating         Manage your profile, sign up for competitions, events, training, view your messages, join a club, and more.         Login         Porgot Password / Forgot Member Id         Forgot Password / Forgot Member Id         Springs, Colorado, USA - <u>Feedback</u>		Account Information Member Number	
Your Digital Hub for Figure Skating         Manage your profile, sign up for competitions, events, training, view your messages,         join a club, and more.         Login         Forgot Password/Forgot Member Id         Forgot Password/Forgot Member Id         Find A Club         Springs, Colorado, USA - Exectback	Members Only	Password	
Porgot Password / Forgot Member Id     Find A Club     Porgot Password / Forgot Member Id     Find A Club     Non-Member? Create Account	Your Digital Hub for Figure Skating Manage your profile, sign up for competitions, events, training, view your messages, join a club, and more.	Login	
© 2023 - U.S. Figure Skating - <b>1:94.8477.38250 USFSA MembersOnly</b> - Colorado Springs, Colorado, USA - <u>Feedback</u> Non-Member? Create Account		Forgot Password / Forgot Member Id	
© 2023 - U.S. Figure Skating - 1.194.8477.38250 USFSA MembersOnly - Colorado Springs, Colorado, USA - Feedback Non-Member? Create Account		Find A Club	
	© 2023 - U.S. Figure Skating - <b>1.194,8477.38250 USFSA MembersOnly</b> - Colorado Springs, Colorado, USA - <u>Feedback</u>	Non-Member? Create Account	_

Step 2. Click on the Event Management System (EMS) logo.

MEMBERS OUT	REACAN     U.S. Figure Ska     No.     Skate     Skate	ating Exp: 6/30/2023 USA Exp: 6/30/2022	SICN OUT 7
	Welcome Reagan! 😩 💂	Quick Access Links	
	The LOC application for 2023/24 & 2024/25 National Qualifying Series (NQS) is now open via EMS. 1/20/2023     You can view the LOC Handbook/Promote Content of the Questions? Email     events@usfgureskating.com	Nominations Volunteer Opportunities	
		Important Links Club Resources	
	Recent Members Only Updates Ut9/23 - There are no new technical notifications today.	Officials Directory Online Directory Guide	
	VI2G3 - Technical Netification 281 - Singles Free Skate Tests - Minimum Scores for US Test Credit was updated with new scores for standard free state tests that are effective for competition events on or after Jan. 1, 2023. The updated TN can be viewed on the Technical Notifications page.	Rules and Policies Program Requirement Charts	
	Un2.3 - technical Notifications 2/h, 2/h and 200 regarding minimum locies for US test Credit were updated with additional information regarding requesting protocols. The updated This can be viewed on the Technical Notifications page.	SkateSafe Scholarships/Funding	
		Strategic Plan	

Search Competitions Step 4. Click on ¥ ≡ Event Management System Search Competitions > My Competitions > My Competitions - Teams > Competition Registration > Competition Registration - Teams > Competition Management > Series Information > Volunteer Opportunities >

		VIEW COMPETITION
	Search Competitions Search to view any competition.	
late		~
0		~
2023 Four Continents Championships		
2/6-2/12 Colorado Springs, CO U.S. Figure Skafing		
	VIEW COMPETITION	
	Registration deadline: 6/10/22 12:00 AM ET	
2023 High School Team Cyber Challenge 1/17 - 3/20 This competition is virtual/online, CO U.S. Figure Skating		
	VIEW COMPETITION	

Step 4. Search by desired criteria (I usually search by State). Select

Step 5. Click

REGISTER NOW

• Be sure to check deadline date. Also available is the Announcement with details about event, comp (club) website, and more.

≡		<u>ک</u>
	2023 Denver Invitational Dates: 3/9/2023 — 3/12/2023 Directions: <u>South Suburban Sports Complex</u>	Competition Website 🗹
Compliance: <u>Cor</u>	mplete	
< Back		
Competitio The schedule	on Schedule e has not been posted. Try again later.	>
Contacts		>
	For Skaters	
	REGISTER NOW	
	Registration deadline: 2/5/2023 11:59 PM ET	

Step 6. Then next page gives an overview of the prices for each event offered. Compete USA (Learn to Skate) events are judged on a 6.0 scale, so you can click that option to see the prices. Otherwise, scroll down to the bottom, click the acknowledgement statement, and then click CONTINUE

=		IS FIGURE KATING		<u>ک</u>
	Registratio	n Overview		
Registration Information				~
2023 Deriver Invitational 3/9 - 3/12 Highlands Ranch, CO Deriver Colorado FSC				
IJS Prices			6.0 Prices	
CATEGORY	१ऽर	2ND	3RD	COMBINED
Singles Excel - Introductory (Beg - Prelim)	\$145	\$50	\$40	
Singles Adult (Bronze - Masters)	\$145	\$50	\$40	
Singles Adult - Introductory (Beg - Preforonze)	\$145	\$50	\$40	
Compete USA - Singles	\$110	\$35	\$35	
Compete USA - Specialty	\$110	\$35	\$35	
Compete USA - Showcase	\$110	\$35	\$35	
Specially (Prejvenile - Senior)	\$75	\$50	\$40	

PreBronze)				
Adaptive Skating	\$110	\$35	\$35	
By clicking the box below and continu 2023 U.S. Figure Skating Rulebook a amended is the responsibility of the p	ing with registration I acknowledge, accept and agre and as listed within the official announcement for the sc articipants.	e to abide by all bylaws anctioned competition I d	s, rules, policies, procedures an am registering for. Compliance	l guidelines as outlined in the 2022 - with all such provisions as updated or
✓ I have read and understand the a	bove overview of the U.S. Figure Skating online regist	tration process.		
	BACK		CONTINUE	

Step 7. Verify information is correct. Click

CONTINUE

	iviy r	rome		
ease review your profile below in full. Your name and con e Edit button. If your home club is listed incorrectly, please	tact information will be provided contact Member Services at 719	to the local organizing committee .635.5200	at the conclusion of registration	. To make changes, click
litchell, Reagan - Member #				
me Club: Mountain View SC (Valid Through: 6/30/202	3)			
gion: Southwestern				
ection: Midwestern				
First Name: Reagan Last Name: Mitchell Gender: Fenale Birth Date				
Email and Phone 🖍 Primory Email				
I have verified my information is accurate.				

Step 8. There will be a couple sections that most likely will not pertain to new skaters. The headings are My Skate Tests/Level and Partner Events. These are categories skaters have to test into, so if you have not tested, just click CONTINUE

	My Skate	Tests/Level		
				2/7
() Important Information				~
Moves Pre-Preliminary Moves In The Field				Tap to add  🕁
Free Skating INo Test Free Skate				Ð
Pair				Ð
Dance				$\oplus$
Free Dance				Ð
Figure				÷
BACK			CONTINUE	

	Partner Events		3/7
() Important Information			~
you intend to register for a partnered event, please indicate be	low. If not (i.e. singles only), click Continue to	advance to Event Selection.	
Duets			

Step 8. When you come to the Event Selection page, find the level your coach wants you to compete in. As you can see from the example picture, there could be a lot of options! Basic levels (Snowplow Sam through Basic 6) can compete in Elements (no music) and/or Program (with music). Free Skate levels can compete in Compulsories (no music) and/or Program (with music). Click and <u>continue</u> when done.

• There are also showcase, light entertainment, etc that do not count towards season points, but are fun to participate in. Talk to your coach or email <a href="mailto:president@mountainviewskating.com">president@mountainviewskating.com</a> with questions.

Event	t Selection
(i) Additional Information	5/7
You are eligible for the events listed below.	
My Events: (0)	×
Available Events: All Events	▼
Free Skate 4 Girls Compulsory Moves Judging System: 6.0	ADD
Free Skate 4 Girls Program Judging System: 6.0	ADD
Free Skate 5 Girls Compulsory Moves Judging System: 6.0	ADD
Free Skate 5 Girls Program Judging System: 6.0	ADD
< 1 5	<b>6</b> 7 21 <b>&gt;</b>

Step 9. Add the coach. If you do not have a coach (for example, you're visiting family out of state and decide to compete in that state), click the "I will not have a coach(es) attending with me" box.

• If your regular coach is unable to attend a Colorado competition, you can ask one of the other Ice Haus coaches to act as coach for the event. In this case, you will want to add their name on this page.

My Coaches	6/7
Foreign skaters information	~
fease use the Search button below to find the coach(es) who will be attending this competition with you.	()
Singles	
Add Coach	
] I will not have coach(es) attending with me for this competition.	
BACK CONTINUE	
My Coaches	6/7
Foreign skaters information	~
Please use the Search button below to find the coach(es) who will be attending this competition with you. Singles	()
1st Coach Attending: Carla Villavicencio CHANGE IREMOVE	
Add Coach	
✓ I approve the coach(es) listed above to have access to my event registration and scheduling information.	

Step 10. Sign the waivers and click

CONTINUE TO CHECKOUT

	Waivers	
skaters are required to revi	v and sign each of the three standard U.S. Figure Skating waivers below each membership year.	7
Assumption of Risk		
Download Assump	on of Risk	
I have read and accepted t	e above waiver information:	
Name:		
(If under 18, name of parent or	pedraq	
Relationship:		~
Emergency Medical Care		
لط Download Emerge	cy Medical Care	
I have read and accepted t	e above waiver information:	
Name:		

Step 11. Complete the checkout process.

Step 12. Once registered, you will see your competition registrations under the My Competitions menu.

		¥
	Event Management System	
	Search Competitions	>
$\langle$	My Competitions	>
	My Competitions - Teams	>
	Competition Registration	>
	Competition Registration - Teams	>
	Competition Management	>
	Series Information	>
	Volunteer Opportunities	>

## PURCHASE PRACTICE ICE

Step 1.	After you	register for	vour event(s),	go to vou	r EMS home p	bage and cl	ick on My	Competitions.
		-0	1	0 /			/	

≡		Ĕ
	Event Management System	
Search Competitions		>
My Competitions		>
My Competitions - Teams		>
Competition Registration		>
Competition Registration - Teams		>
Competition Management		>
Series Information		>
Volunteer Opportunities		>

Step 2. Click on registered event.

	My Competitio	ons
annitestamu	2023 Derver Invitational Date:: 3/9/2023 - 3/12/2023	
	2023 Fort Collins Classic Date: 3/30/2023 - 4/2/2023	

Step 3. Click on Practice Ice / Schedule.

Dates: 3/30/2023 - 4/2/2023	
Directions: Edoro Pool ke Center (EPIC)	
de Announcement	Competition Websile
Compliance: <u>Complete</u>   Valid Through: 6/30/2023	
K Bock	
My Schedule	
The schedule has not been posted. Try again later.	
Information	
2 Registered Events	
Documents	
Documents.	
Practice Ice / Schedule	
Pre-purchase sales ends in 49 days A No credits purchased	
Music & PPC	
munic maximg   becomme. 55 outys	
My Coaches	
My Coaches	
My Coaches Waivers Assumption of Risk   Emergency Medical Care   Media and Likeness Release	
My Coaches  Waivers Assemption of Risk   Emergency Medical Care   Medio and Likeness Release Medical Registry	

• Be sure that Waivers and Medical Registry are also up to date through USFSA!

Step 4. You will be given the option to schedule practice ice for each event you registered for. Add the desired amount and follow checkout procedures.

2023 Fort Collins Classic				
Dates: 3/30/2023 - 4/2/2023				
Directions: Edora Pool Ice Center (EPIC)				
b Announcement				Competition Website
Compliance: Complete   Valid Through: 6/30/2023				
( Back				
		Practic	e Ice	
		Pre-Purchas	e Sales	
	1	Purchase	Credits	
	Free Skate	5 Girls Prog	ram	
	Туре	Price	Qty	
	UPI	\$15	- 0 +	
	Free Skate	5 Girls Com	pulsory Moves	
	UPI	\$15	- 0 +	
			SUBTOTAL: \$0	
			ADD TO CART	
TOTAL:				\$
		DAV		

Step 5. Once pre-sales close, an email will be sent with notification to choose practice ice sessions.

• Practice ice can also be purchased after pre-sales close.