



Endorsing your ISI Competition (Local/Districts)

The purpose of an ISI Letter of Endorsement is to protect the eligibility status of the participants to insure that the competition is held in strict accordance with the current ISI Handbook.

An ISI Certificate of Endorsement is issued for ISI competitions when the conditions listed below are met.

An application for competition endorsement must be signed by your District Director verifying that they approve the event date. The application should be submitted at least 60 days prior to the event date. The current fee will be doubled if this information is received less than 60 days prior to the event date.

The application and competition packet including the entry forms must be sent to the ISI office for approval. The most efficient way to send is to scan/email. In addition, we can receive a fax.

Once received, the office will look over all the documents and may suggest changes if there are issues with any of the information. Once it is 100% correct, an endorsement number will be assigned and you will receive a certificate of endorsement.

Note: The competition information will be posted on the website at skateisi.org under Competitions/ISI endorsed events. If you have a logo for your event and/or a website with more information please make sure you include that when you send in your packet. (the logo should be sent as a JPG attachment)

Requirements for the application process:

The competition must be held in strict accordance with the rules contained in the current ISI Handbook. Any deviation from these rules renders the endorsement void.

The Competition Director must be a current ISI Professional Member and Gold certified or employs a Gold Certified Judge/Referee to oversee the event.

The event host must be a current ISI Administrative Member with dues and accounts paid up through the requested event date.

The event must comply with the requirements of the revised ISI / PSA / USFSA Joint Statement of Cooperation *effective 9/1/04*.

The Competition Director must advise the ISI office on the endorsement application of any known participants who are USFSA members that have competed at the Novice level or above at a USFS National Championships within the last two years.

Each participant in this event must be a current member of ISI with all relevant ISI tests registered with the national office. Only current ISI members are eligible to participate in ISI events and the member number must be required to process the entry form.

The skater and coach files are due to the ISI office at least two weeks prior to your event in order for us to confirm membership, test levels and certifications. We call this the audit process. This process is a crucial part of the competition planning process as it helps to maintain the integrity of your event by insuring that skater and coach memberships are current and that the test level for each skater is accurate and/or the appropriate tests have been registered with the national office. Please refer to the Audit Instructions document for a detailed step by step process to export the files from the EDGE Software.

For Intra-Rink competitions (Involving skaters from the “home” rink only): The host rink must have been an ISI Administrative Member for at least one year prior to the requested event date and have used the ISI skating program and registered tests during that year.

For Inter-Rink Competitions (Involving skaters from two or more rinks): The host rink must have hosted at least one Intra-rink ISI competition prior to hosting an Inter-Rink Event.

For District Team Championships: The ISI is divided into geographic Districts. A District Championship may be held annually in each district.

Each District shall hold a meeting of the various ISI Administrative Members in their district and establish a system to select the rink that will host the annual District Championships for that year, either by rotation, bid, votes, etc. The ISI prerequisites for hosting a District Championship follow:

The host rink must have been an ISI Administrative member in good standing for at least two years, and must have used the ISI program and registered tests during those two years. The host must have previously hosted a minimum of three Inter-rink competitions with at least 100 individual skaters in each of the competitions.

The District may also decide which events shall be included in the District Championships. The District Championships may be held in conjunction with another competition, or held separately. Winner in each event, by gender and age, and overall team shall win the title of “District Champion”.