

RSA TRAINING GUIDE

4 FIGURE COMMISSION

TO JUDGE 12th. GOLD MEDAL CIRCLE FIGURE TEST
8th. GOLD MEDAL LOOP FIGURE TEST
14th INTERNATIONAL SENIOR GOLD MEDAL

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A. REQUIREMENTS TO TAKE COMMISSION:

1. Candidate must hold a # 3 Figure Commission
2. Candidates for the # 4 Commission earn their eligibility on the basis of their demonstrated performance at the # 3 Commission Level
3. Must have shown their ability as a judge and have an excellent knowledge of Circle and Loop Figures

B. SUPPLIES NEEDED:

1. Current edition of "USA-RS Roller Figure Skating Book "
2. Current edition of "RSA Achievement Test Booklet"
3. "World Skate New Figure Judging Points" available from USA-RS
4. Notebook -- 8 1/2" x 11" -- 3 ring

C. GENERAL INFORMATION ABOUT PREPARING FOR A # 4 COMMISSION

1. The candidate should read the information in the "Roller Skating Achievement Test" booklet about tests in general and the Gold Medal Test.
2. Study the requirements for the Gold Medal Circle and Loop Figure Test
3. Review skating terms and the Integer Scoring System
4. Understand the judging points for the Gold Medal Test
5. Use the enclosed study outline to review for the test. If some one else is also working on their # 4 Commission getting together to review is an excellent idea. Ask a # 4 Commission Judge to help you review..
6. Try to attend a Gold Medal Test Center to mock judge.

D. APPLYING FOR THE COMMISSION

1. When the Panel Advisor and Panel Chairman feel you are qualified and ready to take the # 4 Commission Exam complete, the RSA Application
2. You will take **OPEN BOOK supervised** exam that will be graded by the RSA Office.,

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GOLD MEDAL TEST CENTERS

A. Location and Time

1. Each RSA Section may hold 2 artistic and 2 speed test centers per year. See the "Roller Skating Achievement Test Book" for the RSA Sections. Please note these sections are different from the USA-RS Regions.
2. Gold Medal Tests may be skated between 7:00 AM and 10:00 PM
3. No lower tests or competitive skating events may be run during the Gold Medal Test Center.
4. Minimum floor size for Gold Medal Tests is 70' x 170' with no pole obstructions.

B. Planning a Gold Medal Test Center and necessary Approvals

1. The RSA Section Chapter must recommend and approve a Gold Medal Test Center in their section. A letter of approval must be sent with the following information to the RSA Office (This should be started approx. 90 days before the test center date and before any notices are published)
 - a) Site of Test Center
 - b) Date of Test Center
 - c) Floor size and description
 - d) Fees to be charged
 - e) Director of Test Center (Usually an experienced person holding # 4 Commissions)
2. The Test Director must receive written approval from the RSA office before publishing any information about the test center dates.
3. The Test Center Director is responsible for sending written notices with all test center information to **ALL** RSA Member rinks in the Section of the Test Center **60 DAYS BEFORE** the tests. The Director may also mail notices to RSA Member Rinks outside the host Section if they are close to the test center.

C. Duties of the Test Center Director

1. Get all approvals in writing as needed
2. Invite the necessary # 4 Commissioned Judges for the Test Center and submit the list of judges to the RSA National Office at least 30 days before the test center. The National office will check the judge's credentials and give approval for the judges to judge. Five judges are needed for each test. Two judges must be from outside the candidates Section.
3. If Test candidates are from outside the host Section they must request a waiver from the RSA National Office and explain why they wish to take their test at this site. The RSA Office will notify the Test Center Director in writing if approval is granted.

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4. It is the responsibility of the Test Center Director to co-ordinate judges' transportation and other expenses with the host rink operator. In addition to the \$ 20.00 Test fee a fee of up to \$20.00 may be assessed to assist with the expense of the test center. A spectator fee may also be charged. The amount of these fees must be approved by the Section Chapter and the RSA National Office and should be included in the Test Center Notice.
5. The Test Center Director must publish a time schedule allowing ample floor practice time and send the schedule to all candidates at least one week before the test center. In order to have all paper work completed by the deadlines it is wise to set a deadline for application to take the tests.
6. Candidates should submit a completed test form signed and their test fees by the deadline. For Figure and Dance tests 5 copies of the judges sheets are needed. For Free Skating Tests 6 copies of the content should be submitted. Candidates should also send their Rink ID number; their address; their professional's name; and the professional's number.
7. The Test Center Director is responsible for seeing the following items are taken care of at the test center:
 - a) All forms are ready -- Free Skating Content should be checked --- Dances and figures listed in correct order
 - b) All money is taken care of and test center bills are paid
 - c) Check the skating surface and see proper warm up is given for all tests
 - d) All necessary equipment is ready -- Official Books, clip boards, pencils, report forms, music for dance tests, stop watch, and first aid supplies.
 - e) Should make all judges assignments and see that the tests are run properly -- Free Skating Tests must be timed and dance judging periods must also be timed.
 - f) Collect judges forms and record scores on master form (judges sign their judges sheets for a Gold Medal Test Center and they are sent in with the test forms -- they do not sign the master form)
 - g) The referee should verify if the test is a passed or failed test and mark the forms
 - h) After the test center, the Director should see that a separate Test Report Form and a Coach's form is completed for each rink having a candidate. The candidates address should also be sent to the National Office.
 - i) All test money and forms must be sent to the R.SA National Office within 48 hours.
 - h) The Test Center Director must see all rules for a Gold Medal Test Center are followed.

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RESPONSIBILITIES OF A JUDGE

1. RSA test judges must possess thorough knowledge of the tests they will be judging and conduct themselves professionally at all times. Judges will evaluate each test candidate objectively based upon the requirements of each test.
2. RSA test judges may advise the skater of his or her score or discuss his or her performance only after the test is completed and marked, but this should only be done if the skater **requests** it. No test official may discuss or release the scores or grade to anyone other than the skater who skated the test. Test officials will not discuss or release the comparative standings or scores of test skaters. Achievement Tests are neither competitive nor comparative. It is most advisable for the judge not to tell the skater the score you gave but to say the dance was either of passing standard or not up to passing standards and state the reason why.

PROPER CONDUCT FOR TEST JUDGES

1. Command respect; exercise care in speech, never using profane or argumentative language. When asked to comment on a candidates skating phrase your comments in a diplomatic manner.
2. Dress properly for the occasion. Your neat, professional appearance will put you in the right frame of mind and convey to the test candidates and spectators that these tests are an important achievement for the skater and a serious responsibility for the judge. (Panel Leader should also discuss their panel dress code at this time)
3. Tactfulness:
 - a. Treat teachers and coaches with respect
 - b. Never make any comments about a skater's ability or lack of it.
 - c. Never damage the reputation of another judge. Such criticism lowers the esteem of judging in general.
4. Objectivity:
 - a. Never show favoritism, collusion, or prejudice the skater.
 - b. Don't be swayed by the skater's reputation, equipment, instructor, or home rink.
 - c. Don't exaggerate the importance of your "pet peeve" faults.
 - d. You may have to re evaluate your measure of perfection but don't compromise your integrity.

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5. Willingness:
 - a. Show enthusiasm but be patient.
 - b. Always be on time (at least 30 minutes before tests are scheduled) Notify the rink immediately if you are going to be late or absent.
 - c. Devote sufficient time to the exercise of judging -- continue your education throughout your judging career.
 - d. Be available if you want to judge and continue to be asked to judge.
6. Scoring:
 - a. Upon completion of judging, go directly to the referee to check accuracy of addition.
Be sure to sign your sheet
 - b. Turn in sheets before talking to anyone, especially to another judge.
 - c. When judging be sure to hold your clip board so no one can read your scores.

INTEGER SCORING SYSTEM AND MEANING

INTEGER	MEANING	MERIT	FAULT
100	PERFECT	PERFECT	NONE
90-99	EXCELLENT	SUPERIOR	RARE
80-89	VERY GOOD	EXCEPTIONAL	OCCASIONAL
70-79	GOOD	PROFICIENT	FEW
60-69	FAIR	ADEQUATE	SEVERAL
50-59	AVERAGE	SUFFICIENT	MANY
40-49	MINIMUM	RECOGNIZABLE	ABUNDANT
30-39	POOR	CONCEPTUALLY UNAWARE	
20-29	BADLY SKATED	CANNOT SKATE AT ALL	
10-19	INCOMPLETE	STARTED CORRECTLY BUT DIDN'T COMPLET FIGURE	
0-9	NOT SKATED		

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TOPICS TO REVIEW FOR THE GOLD MEDAL EXAM

- I Review figure skating terms
- II Review in the RSA Achievement Test Booklet all information about tests and test centers
- III Review important judging points and common errors found in:
 - A. Take-offs
 - B. Strike Zone
 - C. Paragraph Double Three Turn Figures
 - D. Paragraph Brackets
 - E. Paragraph Loops
- IV Study the Figures on the Gold Medal Circle and Loop Figure Tests and know the following information about each Figure:

40A & 40B	51A & 51B	38B
41A & 41B	52A & 52B	39A & B
45A & 45B	53A & 53B	
46A & 46B		

 - A. Know figure numbers, edges, and test the figure is skated on
 - B. Know the minimum and passing scores for the Gold Medal Tests
 - C. For double threes and bracket figures know and understand the details about:
 - 1. Length of cusp
 - 2. Placement of turns
 - 3. Correct body posture
 - 4. Tracing and take-offs
 - 5. Common problems
 - 6. Best position to be in to judge figure
 - D. For loop figures know and understand the details about:
 - 1. Parts and terminology
 - 2. General judging points to consider for loops
- V Be prepared to draw circle and loop figures
- VI Read the sections in both the USA-RS Figure Skating Book and the Achievement Test Book about the running and judging of Achievement Tests

When prepared your Panel Chairman or Advisor will give you a application for the test. Which is to be sent to the RSA National Office. **THIS TEST IS A OPEN BOOK TEST AND MUST HAVE A TEST SUPERVISOR WITH YOU.** You will have 30 days to take the exam before sending it back to the RSA National Office to be graded.