



**USA GYMNASTICS**

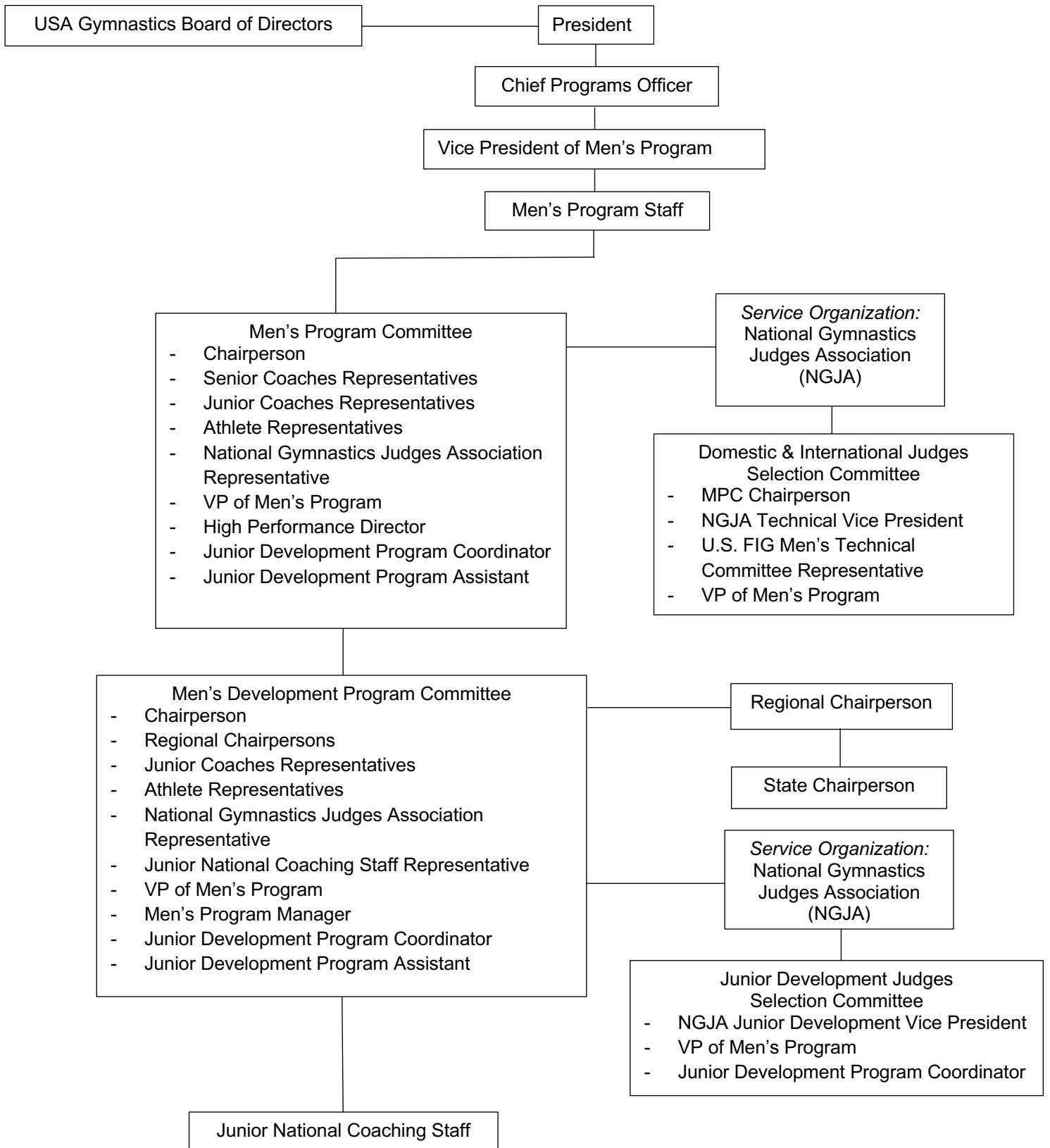
# **2020 – 2021 Men's Program Rules and Policies**

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12/4/20

## 2020-2021 Men's Program Rules & Policies

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A directory of committees, regional and state chairpersons can be found on the USA Gymnastics Men's Program website. [Click here to see directory.](#)

## I. Men's Program Organization Structure and Function

### A. Vice President of the Men's Program

Responsibilities:

1. Implement short- and long-range goals for the USA Gymnastics Men's Program National Teams.
2. Organize camps, clinics and workshops for coaches and National Teams.
3. Disseminate information and maintain good communication with the gymnastics community.
4. Attend and observe major national and international competitions whenever possible.
5. Coordinate and work with various committees as a National Office liaison.
6. Develop and coordinate the budget for the Men's Program.
7. Other duties as appropriate.

### B. Men's Program Committee (MPC)

The USA Gymnastics Board of Directors established the MPC in 1977. The operating directives are:

- C. The MPC assists the Board of Directors in the development of a consistent and well-designed program for men's gymnastics in the USA.
- D. The MPC works with the Vice President of the Men's Program of USA Gymnastics.
- E. All MPC actions are subject to approval by the Board of Directors and President of USA Gymnastics.
- F. The MPC is charged with making recommendations for:
  - a. Program development
  - b. Team selection methods
  - c. Coach, manager and judge selection methods
  - d. Training and development
  - e. Associated scheduling
  - f. **Jr. Coaches Representatives have representation on the MDPC**
- G. Official meetings of the MPC are:
  - a. U.S. Championships
  - b. Winter Cup Challenge
  - c. Conference calls as scheduled
- H. The MPC members are:
  - a. Chairperson
  - b. Senior Coaches Representative – Elected in odd years
  - c. Senior Coaches Representative – Elected in even years
  - d. Junior Coaches Representative – Elected in odd years
  - e. Junior Coaches Representative – Elected in even years
  - f. Athlete Representative elected by Athlete's Council
  - g. Athlete Representative elected by Athlete's Council
  - h. NGJA Representative (Voice, no vote)
  - i. Vice President of the Men's Program (Voice, no vote)
  - j. High Performance Director (Voice, no vote)
  - k. Junior Development Program Coordinator (Voice, no vote)
  - l. Junior Development Program Assistant (Voice, no vote)

### I. Senior Coaches Representative Election Process

#### a. Candidate Requirements

- **Must be a USA Gymnastics professional member in good standing with all course requirements completed, background check current, and no Safe Sport matters.**

- Must have been the named coach for an athlete who qualified to and competed in the first day of competition in the Senior Division at U.S. Championships within the last eight (8) years.
- Candidate must be knowledgeable in the National Team/High-Performance Program
- Candidate must be familiar with all current statutes and technical regulations per FIG
- A coach's bio must accompany all nominations

b. Voting Members

- Must be a valid USA Gymnastics professional member with all course requirements completed and background check current
- Named coach of each Senior athlete who has qualified to the current U.S. Championships. Only one coach may vote per qualified Senior athlete.

c. Voting Process

- A Call for Nomination will be emailed to coaches referenced in G above no less than three (3) days following the last senior division qualification event
- Nominations are due to the Vice President of Men's Program, or his designee, no later than seven (7) days from the date Call for Nomination is emailed
- Within two (2) days of the due date for nominations to be received, a list of nominees and a ballot will be emailed to coaches referenced in G above, with vote due to the Vice President of Men's Program, or his designee, no later than the day before the first day of competition at U.S. Championships
- The election results will be determined by majority vote and will be announced at U.S. Championships
- In the event of a tie, a runoff election will be conducted no later than 30 days following U.S. Championships following the same format outlined above.
- References to e-mail also include any voting or election software or app approved by USA Gymnastics.

d. Oversight of Election

The MPC Chairperson will be copied on emails sent out and respondents will copy the MPC Chairperson on any nomination and all ballots submitted.

e. Special Dispensation

In absence of a U.S. Championships or a senior division qualification event, elections will take place using the dates originally scheduled for the final senior division qualification event to U.S. Championships. Coaches from the previous U.S. Championships, who are current professional members will be valid voting members.

J. Junior Coaches Representative Election Process

a. Candidate Requirements

- Must be a USA Gymnastics professional member in good standing with all course requirements completed, background check current, and no SafeSport matters
- Must have been the named coach of an athlete who qualified to and competed in the first day of competition in the Junior Division at U.S. Championships within the last eight (8) years
- Candidate must be knowledgeable in the Junior Program and National Team Program
- Candidate must be familiar with the FIG Code of Points for Juniors
- A coach's bio must accompany all nominations.

b. Voting Members

- Must be a valid USA Gymnastics professional member with all course requirements completed and background check current
- Named coach of each Junior athlete who has qualified to the current U.S. Championships. Only one coach may vote per qualified Junior athlete.

c. Voting Process

- A Call for Nomination will be emailed to coaches referenced in G above no less than three (3) days following the last junior division qualification event

- Nominations are due to the Vice President of Men's Program, or his designee, no later than seven (7) days from the date Call for Nomination is emailed.
- Within two (2) days of the due date for nominations to be received, a list of nominees and a ballot will be emailed to coaches referenced in G above, with vote due to the Vice President of Men's Program, or his designee, no later than the Friday before the first day of competition at U.S. Championships.
- The election results will be determined by majority vote and will be announced at U.S. Championships
- In the event of a tie, a runoff election will be conducted no later than 30 days following U.S. Championships following the same format outlined above.
- References to e-mail also include any voting or election software or app approved by USA Gymnastics

d. Oversight of Election

The MDPC Chairperson will be copied on emails sent out and respondents will copy the MDPC Chairperson on any nomination and all ballots submitted.

e. Special Dispensation

In absence of a U.S. Championships or a junior division qualification event, elections will take place using the dates originally scheduled for the final senior division qualification event to U.S. Championships. Coaches from the previous U.S. Championships, who are current professional members will be valid voting members.

- K. The term of office for coaching representatives is for two (2) years and the term of office for an athlete representative is for (4) four years. There is no limit to the number of consecutive terms.
- L. The voting members of the MPC will elect the Chairperson of the MPC at the U.S. Gymnastics Championships.
- Term of office is two (2) years.
  - Candidates must be members of the MPC.
  - Election as Chairperson does not affect the member's voting rights.
  - There is no limit to the number of consecutive terms the Chairperson may serve.
- M. Vacancy of a MPC member position will require an interim appointment determined by the Men's Program Committee.

C. The Judges Selection Committee

The Judges Selection Committees are charged with determining judges' selection for the Junior National Championships, Winter Cup Challenge, National Qualifier, U.S. Gymnastics Championships, international competitions and any trials events such as the Olympic Trials. The Judges Selection Committee will determine the Judges, the Director of Judges (Technical Director), and Superior Jury at each competition. The committee make up is controlled by the Men's Program Committee (MPC) but will generally be made up of the following:

- **Junior National Championships:** Vice President of the Men's Program, Men's Junior Development Program Coordinator, Men's Junior Development Program Assistant, and the NGJA Junior Development Vice President.
- **Domestic Senior Level Championship competitions:** Vice President of the Men's Program, MPC Chairperson, the NGJA Technical Vice President, and the U.S. representative to the FIG Men's Technical Committee.
- **International Competitions:** Vice President of the Men's Program, MPC Chairperson, the NGJA Technical Vice President, and the U.S. representative to the FIG Men's Technical Committee.

The appropriate committee will select the Director of the Officials. Example: The Domestic Senior Level Championship committee will select The Director of Officials for Winter Cup Challenge. If the U.S. hosts an international competition, i.e. American Cup, the International Competitions committee will be charged with the selection of the Director of the Officials unless assigned by the FIG as per event directives.

The Vice President of the Men's Program, or USAG representative, will chair conference calls. This group, when convened, will review the recommendations solicited from the NGJA for all judges used in domestic and foreign USA Gymnastics events.

D. FIG Men's Technical Committee Member Responsibilities and/or NGJA Representative

1. Represent the USA and USA Gymnastics at all FIG meetings and functions where the FIG Men's Technical Committee (MTC) convenes.
2. Assist the USA Gymnastics President and National Office with international, administrative and technical matters, as they affect our relationship and image with the FIG, PAGU, PANGF and member countries of the FIG.
3. Conduct the FIG Continental or Intercontinental Judges' course within each four-year instruction cycle as assigned by the FIG.
4. With respect to international judging assignments and judging performance:
  - a. Maintain records of the number of international judging assignments for each certified judge during each FIG cycle.
  - b. Maintain an ongoing analysis of USA judges' performance in individual, invitational and team competitions.
  - c. Maintain a file of international competition report forms, relating significant information to appropriate personnel (coaches, judges, etc.).
5. Work with USA Gymnastics National and / or Event Coach and Staff regarding:
  - a. Interpretation of the FIG *Code of Points* for the Elite Program.
  - b. USA Team performance of selected skills.
  - c. Evaluation of optional exercise composition / content of National Team.
6. Specific to the MPC:
  - a. Responsible for the FIG reports, rule clarification updates, and the FIG *Code of Points* deductions / revisions / interpretations.
  - b. Direct responsibility for the FIG Continental and Intercontinental (USA) courses: instructional content, schedule, format, and examinations.
  - c. Serve as a member of the Jury of Appeal and / or Head Judge at International Competitions in the USA.
7. Convey the technical material to the gymnastics community for the improvement and edification of the coaching and judging ranks in the USA.

E. Men's Development Program Committee (MDPC)

The USA Gymnastics Board of Directors established the MDPC as a sub-committee of the MPC. The operating directives are:

1. The MDPC assists the MPC in the development of a consistent and well-designed program for boy's gymnastics in the USA.
2. The MDPC works directly through the Vice President of the Men's Program.
3. All actions of the MDPC are subject to approval by the MPC, USA Gymnastics President and the Board of Directors.
4. The MDPC makes recommendations for:
  - a. Program development
  - b. Compulsory development
  - c. Management of state and regional activities
  - d. Training and development
  - e. Associated scheduling
5. Official meetings of the MDPC are:
  - a. Junior National Championships
  - b. Fall meeting (if scheduled)
  - c. Conference calls as scheduled

6. The committee members are:
  - a. MDPC Chairperson
  - b. Elected Regional Chairpersons
  - c. Junior Coaches Representative to the MPC
  - d. MDPC Liaison for the NGJA
  - e. Junior National Coaching Staff Representative
  - f. Vice President of the Men's Program (voice, no vote)
  - g. High Performance Director (voice, no vote)
  - h. Junior Development Program Coordinator (voice, no vote)
  - i. Junior Development Program Assistant (voice, no vote)
  - j. Men's Program Manager (voice, no vote)
  
7. Chairperson of the MDPC
 

The voting members of the MDPC at the Junior Development National Championships will elect the Chairperson of the MDPC. Candidates must be Men's Professional members of USA Gymnastics. Election as Chairperson does not affect a member's voting rights. The term of office is three (3) years. There is no limit to the number of consecutive terms. The duties of the MDPC Chairperson include, but are not limited to the following:

  - a. Organize and conduct the meetings and conference calls of the MDPC.
  - b. Secure, correlate and disseminate agenda items for the annual meetings and conference calls in advance of all meetings and calls.
  - c. Play an active role in the various MDPC subcommittees and coordinate their reports.
  - d. Provide leadership for a visible, viable relationship with USA gymnastics, the NGJA, the MPC, and other related groups.
  
8. Secretary of the MDPC
 

The voting members of the MDPC at the Junior National Championships will elect the Secretary of the MDPC from among the MDPC members. Candidates must be Men's Professional members of USA Gymnastics. Election as Secretary does not affect a member's voting rights. The term of office is three (3) years and election will coincide with year of regional chairpersons' elections. There is no limit to the number of consecutive terms. Duties of the Secretary are:

  - a. Be present at all meetings of the MDPC.
  - b. Take minutes of all business.
  - c. Prepare documentation of meetings and forward to the Chairperson within 48 hours of the meeting.
  
9. MPC Junior Coaches Representative
  - a. This position shall be elected to a two-year term.
  - b. All coaches in the junior program will nominate to their State Chairperson those people they feel would best serve their interests. The State Chairpersons will forward those nominations to the Regional Chairpersons, who will in turn forward to the Chairperson of the MPC. The MPC Chairperson will prepare a ballot and the named coaches of the Junior Elite National Team will vote at the U.S. Gymnastics Championships.
  - c. Attendance at all meetings and participation in all conference calls is mandatory.
  - d. Reports of all MPC meetings and conference calls shall be prepared and forwarded to the MDPC Chairperson for dissemination to the MDPC.
  - e. The representative shall acquaint himself completely with the philosophy of the MDPC and represent that philosophy and the needs of the Junior Program to the MPC.
  - f. The two representatives shall be elected to alternate years.
  
10. MDPC Liaison for the NGJA
  - a. The position of the NGJA Liaison has the specific purpose of increasing communication between the MDPC and the National Gymnastics Judges Association. NGJA Liaison responsibilities include:
    1. Soliciting input from junior coaches regarding judging issues.
    2. Communicating any information from junior coaches, USA Gymnastics Technical personnel or MDPC members to the NGJA (through their Technical Vice President for the Junior Program).
    3. Dealing with problems arising within the Junior Program as a result of judging factors.



4. Giving input to the NGJA regarding judging of Junior gymnasts. This includes input for Junior Development Program judging course content. It also includes deduction guides, virtuosity guides, etc. for the judging of compulsory routines. It also includes specific differences in judging junior gymnasts in optional routines.
5. Coordinating assignment of judges to the Junior National Championships. Note: It is the responsibility of the NGJA Junior Development Vice President to serve on the judge's selection committee, submit event assignments for approval and to coordinate all travel and administrative details between USAG, assigned judges and the Meet Director.
6. Consistently develop and review policy decisions on judging of Junior Development Program gymnasts.
7. Reviewing the judging of Junior Development Program gymnasts and advising the NGJA on how to improve.
8. The MDPC shall appoint the position at the Junior National Championships following the Olympic Games.
9. The appointment shall not exceed three consecutive four-year terms.

F. Standing Committee

Ad-hoc committees and task force(s) may be developed and assigned as needed by the MPC, MDPC, the Vice President of the Men's Program, and / or the President of USA Gymnastics.

G. Service Organizations

National Gymnastics Judges Association (NGJA)

1. Work with the FIG Men's Technical Committee Member and the Men's Program Committee to provide unified rules and interpretations for the USA men's gymnastics community.
2. Increase the number of gymnastics judges throughout the country.
3. Improve the quality of judges by conducting certification clinics.
4. Recommend, for consideration by the National office and/or the Independent Selection Committee, qualified judges for national and international competitions.
5. Evaluate judges' performances and promote education.
6. Discipline judges for improper conduct.

**II. Men’s Program Organization**

**A. Regions / States**

Region and state contact information may be found in the [Men's Program Directory](#).

Region I	Region II	Region III
Arizona California – North California – South Hawaii Nevada	Alaska Idaho Montana Oregon Washington	Arkansas Kansas Louisiana Missouri Oklahoma Texas
Region IV	Region V	Region VI
Iowa Minnesota Nebraska North Dakota South Dakota Wisconsin	Illinois Indiana Kentucky Michigan Ohio	Connecticut Maine Massachusetts New Hampshire Rhode Island Vermont
Region VII	Region VIII	Region IX
Delaware Maryland New Jersey New York Pennsylvania Virginia West Virginia	Alabama Florida Georgia Mississippi North Carolina South Carolina Tennessee	Colorado New Mexico Utah Wyoming

**B. Responsibilities of the Regional Chairperson**

Regional Chairpersons must provide information from the National Office directly to the State Chairpersons, who will make it available to their state's professional membership, regardless of the level and nature of their participation. Every program (club, high school, collegiate, Turner, Sokol, YMCA, etc.) should have access to USA Gymnastics information and be encouraged to participate in USA Gymnastics programs. The same is true for any individual professional member.

1. Maintain an open channel of communication between the National Office, Regional Office, and State Offices. This communication shall include all events, clinics, meetings and various decisions made throughout the year concerning USA Gymnastics Junior Programs.
2. Each Regional Chairperson will conduct an annual regional clinic. The Regional Chairpersons will coordinate scheduling and content of the clinic with the State Chairpersons and the members of the Junior National Coaching Staff.

Each Region will determine the final format, content and material included in its clinic based on the needs within that region. The Regional Chairperson shall provide the Vice President of the Men's Program the proposed date, site and agenda for the clinic at least twelve weeks in advance of the clinic. The Host Director of the Regional clinic is encouraged to distribute a written report of the clinic to all coaches in the region.

3. Conduct the USA Gymnastics Regional Championships meet using both compulsory and optional exercises and ensure that all official rules and regulations are met. Schedule this meet as provided in Section V and notify the National Office. Forward all meet results to the National Office and the Junior National Championships Meet Director.
4. Decide regional matters in concurrence with the National Office. Develop policies and procedures governing activities and events in the region.

5. Be responsible for promotional planning and publicity. Plan a systematic and comprehensive promotional program within the region to cultivate the understanding and expansion of USA Gymnastics Junior Programs. This area is vital to the future growth of the boys' programs.
6. Attend national meetings of the MDPC. These meetings include the Junior National Championships, the Fall Meeting as scheduled, and a third meeting if scheduled. If such attendance is unlikely for personal or professional reasons, the Regional Chairperson shall advise the Vice President of the Men's Program in writing one month or as soon as possible before the meeting. The notification letter will state the reasons for the absence.
7. Disseminate information from the National Office to the region's State Chairpersons. Maintain current and comprehensive mailing lists of all clubs, YMCA's, high schools, Turner, Sokol and other boys' gymnastics programs in the region.
8. Work with JNCS member(s) to conduct the Regional Future Stars Program Evaluation in coordination with the National Office.
9. Work with the USA Gymnastics Accounting department to establish a USA Gymnastics region account. Funds should be used for Regional Chairperson's travel to clinics, workshops and promotions; support of the region's Junior National Coaching Staff Members and other projects as approved. Regional Chairpersons will not have a separate bank account from USA Gymnastics.
10. Petitions: Approve/disapprove petitions to the Regional Championships; receive petitions for the Junior National Championships and Future Stars National Championships and submit them to the Vice President of the Men's Program for approval/disapproval. See "Petitions," Section V.
11. Maintain an open line of communication with local judges' associations and the NGJA Junior Development Regional Technical Director for use of officials.
12. Rebate Monies
  - a. USA Gymnastics provides Regional Chairpersons with funding for phone, copying, shipping, etc., to accomplish these tasks. Chairpersons are also encouraged to be entrepreneurial in fund raising through clinics, workshops, competitions, etc., which DO NOT exceed the maximum fees prescribed in these Rules and Policies.
  - b. Each region will receive rebate monies from each professional (\$12) and athlete (\$2.50) membership registration. Rebate monies are deposited into each of the nine USA Gymnastics regional bank accounts respectively.

#### C. Election of Regional Chairpersons

1. Regional Chairpersons serve terms of three years: 2022, 2025, 2028, etc. There is no limit to the number of consecutive terms.
2. The State Chairpersons elect the Regional Chairperson at the Regional Meet. Term of office begins following the Junior National Championships and ends after the Junior National Championships 3 years later.
3. The Vice President of the Men's Program may dismiss a Regional Chairperson who is not fulfilling the responsibilities and roles required by the position. Dismissal may be based on the Vice President of the Men's Program's assessment of the Regional Chairperson's performance or on a letter of recommendation from the State Chairperson.
4. Must have a valid USA Gymnastics men's discipline professional membership, including all up-to-date course and background check requirements.
5. Resignation of the Regional Chairperson will require an interim appointment by the Vice President of the Men's Program.

#### D. Responsibilities of the State Chairperson

1. Maintain an updated list of all gymnasts and clubs in the state. This list shall be forwarded to both the Regional and National Offices.

2. Maintain an open line of communication between the state chairperson and both the Regional and National Offices. The State Chairperson shall actively gather information regarding men's gymnastics in the state throughout the year.
3. Conduct the USA Gymnastics State Championship Meet using both compulsory and optional exercises and ensure that all official rules and regulations are met. Send the meet results to the Regional Office and the Director of the Regional meet. Include news articles, promotional ideas, and other publicity information in addition to the meet results. The meet's financial report must also be included.
4. Conduct an annual State Clinic, notifying both the Regional and National Offices. Plan the site and date of this clinic in cooperation with the Regional Office. The specific content of the clinic shall correspond with the gymnastics priorities of the state: judging, compulsories, coaching techniques, etc.
5. Decide state matters in concurrence with the Regional Office. Develop policies and procedures governing activities and events in the state.
6. Be responsible for the promotion and public relations development of the USA Gymnastics Junior Programs within the state. This is vital to the expansion and exposure of the USA Gymnastics Junior Programs.
7. Each state may appoint a committee to assist in the state.
8. Must attend Regional Championships.
9. Must immediately pass on information from the Regional or National Offices.
10. Petitions: Approve/disapprove petitions to the State Championships. Receive petitions for Regional Championships and submit them to the Regional Chairperson for approval/disapproval. Please refer to [V. J.O. Program. XII. Petitions](#).
11. Maintain open line of communication with local judges' associations.
12. Work with the USA Gymnastics Accounting department to establish a USA Gymnastics state account. Funds should be used for the state newsletter; State Chairperson's travel to clinics, workshops and promotions; support of the state's Junior National Coaching Staff Members and other projects as approved. State Chairpersons will not have a separate bank account from USA Gymnastics.
13. USA Gymnastics provides State and Regional Chairpersons with funding for phone, copying, shipping, etc., to accomplish these tasks. Chairpersons are also encouraged to be entrepreneurial in fund raising through clinics, workshops, competitions, etc., which DO NOT exceed the maximum fee prescribed in these Rules and Policies.

#### E. Election of State Chairpersons

1. State Chairpersons shall serve a term of two (2) years: 2021, 2023, 2025, 2027 etc. There is no limit to the number of consecutive terms.
2. The coaches within each state (**1 club/1 vote**) nominate and elect the State Chairperson at the State Meet. Term of office begins following the Regional Meet and ends following the Regional Meet two years later.
3. The Regional Chairperson may dismiss a State Chairperson who is not fulfilling the responsibilities and roles required by the position. Dismissal shall be based on written correspondence to the Regional Chairperson containing the relevant details. Should the Regional Chairperson, in consultation with the Vice President of the Men's Program, determine dismissal is warranted, the Regional Chairperson will administer a statewide election to confirm the dismissal and select a replacement.
4. Must have a valid USA Gymnastics men's discipline professional membership, including all up-to-date course and background requirements.
5. Resignation of the State Chairperson will require an interim appointment by the Regional Chairperson.



## USA Gymnastics Code of Ethical Conduct As of July 2018

### Introduction

Members of USA Gymnastics have an ongoing, affirmative duty to promote a culture that empowers and supports athletes and focuses on USA Gymnastics' highest priority: the safety and well-being of our athletes. Every member of USA Gymnastics is responsible for ensuring an environment that makes participation in the sport a positive and rewarding experience. The USA Gymnastics Code of Ethical Conduct (the "Code") is intended to work in conjunction with the *USA Gymnastics Safe Sport Policy*, and as such sets forth USA Gymnastics and its members' commitment to act ethically in all instances. Further the Code is intended to provide guidance in situations that have potential or actual ethical implications. The effectiveness of the Code depends on a personal commitment from every member of the gymnastics community. It is expected that all Members of USA Gymnastics will implement and adhere to the Code.

This Code is divided into two sections: (1) Ethical Obligations; and (2) Resolution of Ethical Issues. The Code does not address misconduct or abusive behaviors. Instead, the *USA Gymnastics Safe Sport Policy* provides the definitions and mandatory reporting requirements for misconduct and abuse.

### I. Ethical Obligations

#### A. Promotion of a Safe, Positive and Healthy Environment.

Members have an ongoing obligation and commitment to ensure a safe and healthy environment for all gymnastics participants. Consistent with this obligation, members must:

- Make decisions in the best interest of athletes.
- Maintain a safe training and competing environment.
- Promote a culture of trust and empowerment.
- Respect the fundamental rights, dignity, and worth of all participants.
- Encourage a healthy lifestyle and support nutritional well-being.
- Promote and respect all Safe Sport principles.

#### B. Commitment to Integrity

Members have a responsibility to uphold the integrity of the sport and to act honestly, openly, fairly, and competently. Members must:

- Be knowledgeable of, understand, and follow USA Gymnastics rules and policies, and refrain from knowingly misrepresenting or misinterpreting such.
- Promote fair play.
- Maintain respect on the floor and refrain from intimidating, embarrassing or improperly influencing any individual responsible for participating in, judging, or administering a competition.
- Follow the established procedures for challenging a competitive result.
- Make honest certifications regarding compliance with USA Gymnastics' policies, procedures or membership requirements.
- Avoid engaging in business practices directed toward another Member that are known to be or are determined by a court or similar adjudicatory body to be, unethical, illegal or a breach of contract.

#### C. Participation and Inclusion

Members have the right to participate in any USA Gymnastics activity or event for which the Member is properly qualified under the rules of that activity or event and may participate to the best of his/her abilities at his/her discretion:

- Members may not knowingly participate in, or cause others to participate in, any activity or event where that individual is inadequately prepared or unable to participate safely.
- Members must promote positive participation and avoid behavior that is likely to interfere with the orderly conduct of the activity or other Members' participation in, or enjoyment of, an activity or event.
- Members must respect the rights and opinions of others.
- Members must facilitate cooperation in order to serve athletes and other participants effectively and appropriately.
- Members must promote inclusion and an environment free of discrimination. Members may not:
  - Restrict the ability of a Member to qualify for or participate in competition because of the Member's association with a particular organization or individual or because of that Member's race, sex, creed, sexual orientation, age, national origin, mental or physical disability, or any other basis proscribed by law.
  - Discriminate in the allocation of resources or opportunities to any Member or prospective Member on the basis of race, sex, creed, sexual orientation, age, national origin, mental or physical disability, or any other basis proscribed by law.

#### D. Communication

Members of USA Gymnastics have a duty to communicate honestly and openly and must:

- Strive to promote the sport and athletes in a positive manner.
- Provide all information and resources necessary to enhance a gymnast's enjoyment of the sport or reduce their risk of injury or illness.
- Refrain from unsportsmanlike comments or behavior.
- Address differences in a calm and respectful manner.
- Clearly communicate roles, responsibilities and expectations.
- Avoid making false or misleading claims; or, falsify, or omit any information, record or document or other evidence for any purpose.
- Accurately represent competitive achievements, professional qualifications, education, experience, eligibility, criminal record and other misconduct, and/or affiliations.

#### E. Concern for the Welfare of Others

Members shall seek to contribute to the welfare of gymnastics participants and must:

- Promote a culture of empowerment with a focus on athlete health and safety.
- Comply with mandatory reporting requirements established by federal law, the U.S. Center for SafeSport and USA Gymnastics Safe Sport Policy.
- Proactively address potentially harmful behavior or an unsafe environment.
- Be sensitive to any imbalance of power.
- Resolve conflicts in a professional manner.

#### F. Professional Responsibility

Members have the responsibility to aspire to the highest possible standards of conduct and must:

- Prioritize athlete welfare.
- Faithfully complete USA Gymnastics membership requirements.
- Strive to maintain high standards and excellence.
- Seek to increase proficiency levels through continuing education and in consultation with other professionals.
- Participation only at a level of the sport in which an individual is qualified and prepared for.
- Accept appropriate responsibility for one's own behavior and report any unlawful or other inappropriate conduct of others in accordance with Section II below.

## G. Alcohol and Drug Free Environment.

Members of USA Gymnastics must ensure that the sport is conducted in an environment free of drug or alcohol abuse. Members may not:

- Use or provide to a third party any illegal (scheduled) drug pursuant to applicable federal, state or municipal law.
- Assist or condone any competing athlete's use of a drug banned by any applicable governing body, or, in the case of athletes, to use such drugs or refuse to submit to properly conducted drug tests administered by any governing body.
- Provide alcohol to or condone the use of alcohol by minors; consume alcohol while engaging in USA Gymnastics activities, including coaching and/or training and/or competing; consume excessive alcohol in the presence of athletes or at USA Gymnastics' events; or consume alcoholic beverages while a minor.

## II. Resolving Ethical Issues

Members of USA Gymnastics have an obligation to be familiar with the principles outlined within this Code. The methods for reporting and resolution of possible ethical violations is outlined below. Members must cooperate fully with any and all undertakings in the review and resolution of a potential ethical violation.

### A. Informal Resolution of Ethical Violations.

When a Member believes that another Member has committed an ethical violation, they may attempt to resolve the issue by bringing it to the attention of that individual if an informal resolution appears appropriate and when intervention does not violate any athlete rights that may be involved. If such information resolution does not resolve matters, the Member should report such ethical violation in accordance with the below.

### B. Reporting Possible Ethical Violations

1. If an apparent ethical violation is not appropriate for informal resolution or is not resolved properly in that fashion, a Member may file a complaint with USA Gymnastics via any of USA Gymnastics' reporting avenues, including:
  - Email: [safesport@usagym.org](mailto:safesport@usagym.org)
  - Hotline: (833) 844-SAFE
  - [Online](#)
2. Complaints must describe the nature of the alleged ethical violation, identify the aggrieved party and the individual(s) believed to be responsible for the violation, and the desired resolution. While confidentiality will be maintained where possible, in no case will confidentiality preclude the reporting of a violation as required by state or federal law.
3. Parents, on behalf of their minor child, are encouraged to file reports on behalf of their son or daughter, in situations where they believe a Member of USA Gymnastics has committed an ethical violation.

### C. Resolution of Complaints.

1. Review.

Upon timely review and consideration of a complaint alleging an ethical violation, USA Gymnastics may:

  - a. Determine that the complaint does not merit further action after review of all material facts and opportunity for informal inquiry.
  - b. Refer the complaint for an alternate resolution path:
    - *U.S. Center for SafeSport*. If the review of a complaint gives rise to facts and circumstances that are within the exclusive jurisdiction of the U.S. Center for SafeSport,

USA Gymnastics will notify the Center, and transfer the matter to the Center for resolution.

- *Articles 9 and 10 of USA Gymnastics Bylaws.* If the review of a complaint gives rise to facts and circumstances that are more appropriate for investigation and adjudication by the process described in Articles 9 and 10 of its Bylaws, USA Gymnastics will process the complaint pursuant to those procedures.
  - *Other referrals.* If the review of a complaint gives rise to facts and circumstances that are more appropriate for resolution elsewhere, USA Gymnastics will refer the complaint, as appropriate, to a state or regional chair, committee or affiliated organization.
- c. If the complaint has not been dismissed or otherwise referred, then:
- Notice will be provided to both parties who will be given an opportunity to respond and/or provide supporting information, and
  - Where appropriate, additional discussions with the parties or other individuals who may have relevant information will take place, and
  - If necessary, additional due diligence will be conducted which may include additional research or collection of documents, review of a member record, or any other actions that can be reasonably undertaken to assess the situation.

## 2. Resolution

- a. USA Gymnastics' standard of proof in determining whether an ethical violation has occurred is "more likely to have occurred than not". Based upon careful review of all the available information, an individual will be found responsible for an ethical violation if it can be reasonably concluded that the violation more likely than not occurred.
- b. USA Gymnastics will err on the side of protecting the safety and well-being of gymnasts.
- c. Lack of awareness or misunderstanding of an ethical standard is not itself a defense to an allegation of unethical conduct.
- d. Based on a careful review of the complaint and information obtained during the review process, USA Gymnastics may:
- Inform the parties that based upon the review there was no finding of an ethical violation, or
  - Inform the parties that based upon the review there is a finding of an ethical violation; and counsel the members, as appropriate, or impose an appropriate sanction or an appropriate relief.
  - Report to law enforcement where required by state or federal law.
- e. *Sanction Guidelines.* Sanctions for ethical violations shall apply equally to all members based on an evaluation of the violation regardless of gender, competitive/coaching/judging level, achievements within the sport, or other factors not directly related to the violation. Sanctions will be reasonable and proportionate to the violation and surrounding circumstances, consistent with sanctions issued for similar violations and designed to promote participant welfare. General considerations when imposing sanctions include:
- Nature and severity of the violation
  - Ages of the individuals involved
  - Member record and pattern of behavior
  - Voluntary disclosure of the violation, cooperation, or demonstration of remorse
  - Disposition by law enforcement
  - Perceived or real impact on the concerned parties
  - Likelihood of rehabilitation
  - Ability to affect positive change
- f. *Types of Sanctions.* Disciplinary sanctions include a wide range of options that range in severity (note: this is not an all-inclusive list, but rather, common forms of sanctions).



- *Warning.* A warning letter - either public or private - will detail the specific violation and/or action or inaction that led to the finding of the misconduct or violation, as well as the future behavior expectations.
- *Removal from sanctioned activity.* Either for a specific event, series of events, or period of time.
- *Warning with recommendation.* i.e., a mandate to review or implement a specific policy or behavior.
- *Educational remedy.* Mandate to take an educational course or demonstrate compliance with USA Gymnastics' or a Member Club's policy.
- *Interim Measures.* Imposing restrictions or requirements such as amended training schedules, supervised interactions, contact limitations, and may also include Probation or Suspension.
- *Probation.* A period of time whereby the individual's behavior will be monitored, and generally includes restrictions on membership privileges.
- *Suspension.* A period of time whereby the individual does not have any of the rights and privileges associated with membership, including the right to be involved in a Member Club's activities or participate in USA Gymnastics' sanctioned activities. The suspension notification will detail the criteria by which the suspension will be reviewed, lifted, or converted to an alternate sanction.
- *Revocation of Member Club Status.* A club whose membership in USA Gymnastics has been terminated and therefore may no longer host USA Gymnastics sanctioned events or register/compete a team of athletes in USA Gymnastics sanctioned competitions.
- *Permanently Ineligible for Membership.* An individual whose membership in USA Gymnastics has been terminated for life and who may no longer be affiliated with a USA Gymnastics Member Club or participate in USA Gymnastics' sanctioned activities.
- *Membership Ineligibility.* An individual deemed ineligible to obtain membership in USA Gymnastics, such as an individual involved in the sport who has never been a member of USA Gymnastics or a Covered Individual, nor applied for membership.
- *Other Relief.* Relief deemed appropriate to the violations and/or circumstances of the matter, for example, an apology or restitution.



## Professional Member Behavior Policy

- A. At all USA Gymnastics Sanctioned Events, inappropriate coach behavior is defined as:
1. Inappropriate remarks or comments, harassment, and/or gestures directed toward any official or meet personnel during the competition. No coach has the right to demand a last-minute change in the course of the meet or to jeopardize the athlete/competition in any way, unless there has been a violation of the *Rules and Policies*.
  2. Contact with other persons outside of the competitive floor area during the actual warm-up and course of competition.  
(Exceptions: USA Gymnastics or club doctor, trainer, other credentialed personnel)
  3. Derogatory remarks to the press in regard to USA Gymnastics, its designated representatives, meet officials or personnel.
  4. Violating any of the coaches' or judges' specific responsibilities as listed later in this chapter.
- B. This inappropriate behavior will be penalized as follows:
1. First Offense: Verbal warning will be issued by the Meet Director in conjunction with the Meet Referee/Technical Director and/or designated representative of USA Gymnastics. The warning must be documented and recorded by the Meet Referee on the sanction report form.
  2. Second Offense: Withdrawal of floor credential, necessitating ejection from the competitive floor area (or possibly the entire competitive arena).
- C. At all USA Gymnastics Sanctioned Events, UNACCEPTABLE coach behavior is defined as:
1. Verbal, emotional, sexual, or physical abuse of a gymnast.
  2. Abuse of alcohol or drugs.
- D. This UNACCEPTABLE behavior will be penalized as follows:
1. Immediate ejection from the competition arena by the Meet Director in conjunction with the Meet Referee/Technical Director and/or designated representative of USA Gymnastics. The ejection must be documented and recorded by the Meet Referee on the sanction report form.
  2. The individual ejected will receive a sanction violation as outlined in Chapter 2 – Sanctions.
  3. The Meet Director and/or any witnessing Professional Member must immediately report abuse to the local authorities and submit a Safe Sport Report to USA Gymnastics or the US Center for Safe Sport as required by his/her responsibilities as a mandatory reporter.
- E. Any falsification of official documentation (scores, athlete date of birth, athlete member number, etc.) will result in the removal of the athlete from competition and may result in disciplinary action against the responsible Professional member.



## Safe Sport Policy

USA Gymnastics is dedicated to promoting a safe, positive and encouraging environment where athletes and professional members alike can thrive, follow their dreams and enjoy a sense of accomplishment, whether it is learning a basic skill, competing or representing the United States on the international stage.

USA Gymnastics Safe Sport and the Safe Sport Policy are the foundation for rules, policies and responsibilities regarding athlete safety, well-being and the prevention of abuse. The policy requires mandatory reporting; defines misconduct; creates standards that set boundaries between professional and athlete members; establishes a structure for investigation of complaints and their underlying circumstances; and promotes greater accountability and compliance. It also encompasses the requirements of the Center's SafeSport Code for the U.S. Olympic and Paralympic Movements and the federal law, Protecting Young Victims and Safe Sport Authorization Act of 2017.

The Safe Sport Policy is the official governance document for USA Gymnastics and takes precedence should questions arise. Please become familiar with the Policy in its entirety. You may find the Safe Sport Policy, Safe Sport Policy Snapshot, and Frequently asked Questions on the USA Gymnastics website at <https://www.usagym.org/pages/education/safesport/policy.html>.

Athlete safety and well-being are the responsibilities of all of us – athletes, parents, coaches, judges, meet directors, club owners and administrators, staff and the community – and we need to work together to foster a safe and positive environment where athletes can train, compete and thrive.

## USA Gymnastics' Safe Sport Measures

### A. Criminal Background Screening of Individual Member

As a condition to being granted the privilege of membership in USA Gymnastics, individuals applying for professional membership must submit to criminal background screening pursuant to USA Gymnastics' Criminal Background Screening Policy. Individuals given a "Green Light" or "meets the screening criteria" consistent with that policy fulfill the background-screening requirement for membership in USA Gymnastics. Individuals given a "Red Light" consistent with that policy means criminal history has been sourced that "does not meet the screening criteria."

USA Gymnastics will continually monitor and review the individuals who are subject to criminal background searches, with the primary goal of safeguarding gymnasts and other participants through proactive measures while conforming to legal norms and industry best practices.

### B. Permanently Ineligible for Membership List

USA Gymnastics maintains a list of individuals and clubs who are permanently ineligible for membership, available at [usagym.org/ineligible](http://usagym.org/ineligible). Persons and clubs who are sanctioned with a lifetime ban are restricted from involvement or association with USA Gymnastics and Member Club activities. Professional members who knowingly employs or associates with an ineligible member will be subject to termination of their membership.

### C. Code of Ethical Conduct

The Code provides guidance and affirms the commitment of all members to safeguard the best interests of the sport and its athletes by acting ethically at all times.

### D. Athlete Member Advisement

Upon obtaining membership in USA Gymnastics, an enclosure is mailed with the Athlete Membership Card advising Athletes of the organization's initiatives to promote a safe environment including awareness of this Safe Sport Policy, his/her role in maintaining the Athlete's own safety, and available safe sport resources.

#### E. Professional Member Advisement

Upon obtaining membership in USA Gymnastics, an enclosure is mailed with the Professional Membership Card advising the member of the organization's initiatives to promote a safe environment for gymnasts and other participants including awareness of this Safe Sport Policy, the member's obligation's in maintaining a safe environment, and available safe sport resources.

#### F. Member Clubs

As a condition for the privilege of membership in USA Gymnastics as a Member Club, a club must agree to and comply with the following requirements for the entirety of the club's membership period, and a certification of compliance must be made annually.

1. Have a policy consistent with USA Gymnastics' Safe Sport Policy that affirms the club's commitment to the welfare of gymnastics participants in its club and includes, at minimum, a description of conduct that will not be tolerated, standards of behavior that promote participant welfare, and a process for receiving and handling complaints regarding conduct that violates its policy.
2. Must adopt USA Gymnastics "Prevention Policies" into the club's policies and be able to provide written documentation of compliance.
3. Certify that no persons permanently ineligible for USA Gymnastics membership and no persons listed on a federal or state sex-offender registry are or will be associated with the club or its activities in any way.
4. Maintain current commercial general liability insurance that includes at a minimum, participant liability and participant accident medical insurances.
5. Maintain a current Professional membership for the owner of a private gymnastics facility and/or the managing director of a public/non-profit facility.
6. Have a mission statement consistent with USA Gymnastics' mission to encourage participation and the pursuit of excellence in all aspects of gymnastics.

#### G. Requirements to Member Clubs

USA Gymnastics strongly encourages local clubs to join with USA Gymnastics in taking affirmative steps beyond those described in Section F to promote a safe environment for all gymnastics participants by:

1. Adopting additional "Prevention Policies" to foster a safe gymnastics environment and to prevent abusive situations, and by training staff and volunteers to implement such policies;
2. Implementing a thorough hiring process including, for example, reference and criminal background checks;
3. Encouraging parents/guardians to become as active as reasonably possible in his/her child's gymnastics activities; and
4. Otherwise implementing policies and procedures to lessen the likelihood that an abusive situation and athlete grooming could develop.

#### H. Event Sanctions

As a condition for being granted a USA Gymnastics sanction for an event, the applicant must certify that no persons permanently ineligible for USA Gymnastics membership, and no persons listed on a federal or state sex -offender registry, will be associated with the event in any capacity, including, but not limited to, volunteers and meet support personnel. Sanctioned events may only be hosted by Member Clubs.

##### 1. Professional Photography/Video Policy at Sanctioned Events

###### a. Independent Photographer/Videographer (*non-USA Gymnastics Premier event*)

- Independent Photographer/Videographer NOT associated with a third-party vendor must become Instructor Member, which requires completion of USA Gymnastics background check and U110: U.S. Center for SafeSport Core course.
- The meet director and/or host club should have a written agreement directly with the individual photographer/videographer that explains their role and expectations for the event.
- Independent Photographer/Videographer and meet director and/or host club are responsible for following the Safe Sport Policy related to Photography and Videography. That policy can be found on page 15 of the Safe Sport Policy.

- Meet Directors are required to confirm that the Independent Photographer/Videographer is an Instructor Member.
- The Independent Photographer/Videographer must present their Instructor membership card that reflects current U110: U.S. Center for SafeSport training and Background Check certification.
- The Independent Photographer and meet director and/or host club are responsible for obtaining any required consent and/or authorization to photograph individuals or locations.

b. Third Party Photography/Videography Vendor (*non-USA Gymnastics Premier event*)

- Third-Party Photography/Videography vendors are defined as companies that have contracted with a meet director and/or host club to provide photography/videography services and assign staff to provide said services at a sanctioned event.
- Third-Party Photography/Videographer Vendor must have at least one owner or managing director obtain an Instructor Membership, which requires completion of USA Gymnastics background check and U110: U.S. Center for SafeSport Core course.
- The staff assigned by the Third-Party Photography/Videography Vendor to provide services at a sanctioned event, are not required to become members of USA Gymnastics. However, the Third-Party Photography/Videography vendor must ensure, and show proof upon request, that all Third-Party Vendor staff assigned to such events have successfully passed a background check screening consistent with USA Gymnastics Criminal Background Screening Policy.
- The meet director and/or host club should have a written agreement directly with the Third-Party Photography/Videography Vendor that explains their role and expectations for the event.
- The Third-Party Photography/Videography Vendor and meet director are responsible for following the Safe Sport Policy related to the Photography and Videography. That policy can be found on page 15 of the [Safe Sport Policy](#).
- The Third-Party Photography/Videography Vendor and meet director or host club are responsible for obtaining any required consent or authorization to photograph individuals or locations.

c. Photo/Video Equipment Usage by Spectators Attending a Local/Invitational Sanctioned Event

USA Gymnastics does not set rules and regulations regarding photography/videography equipment used by spectators at non-premier USA Gymnastics event; e.g., local/invitational sanctioned events. Meet Directors have and are given the authority to set photography/videography policies depending on the individual environmental conditions of each sanctioned event for they serve as the meet director.

2. Medical Personnel Policy at a Sanctioned Events

a. Core Medical Providers

- Core Medical Providers are individual medical providers who contract directly with the meet director and/or host club to provide medical services at a USA Gymnastics sanctioned event.
- Core Medical Providers must be Instructor Members of USA Gymnastics, which requires completion of USA Gymnastics background check and U110: U.S. Center for SafeSport Core course.
- Core Medical Providers must submit to the Meet Director proof of Instructor membership and appropriate medical licenses and credentials.

b. Third Party Medical Vendors

- Third-Party Medical Vendors are organizations that have contracted with a meet director and/or host club to provide medical services and assign staff to provide said services at a sanctioned event.
- The staff assigned by the Third-Party Medical Vendors to provided services at a sanctioned event, are not required to become members of USA Gymnastics. However, the Third-Party Medical Vendors must ensure, and show proof upon request, that all Third-Party Vendor staff assigned to such events have successfully passed a background check screening consistent with USA Gymnastics Criminal Background Screening Policy and are appropriately medically licensed.
- The meet director and/or host club should have a written agreement directly with the Third-Party Medical Vendors that explains their role and expectations for the event.

#### I. Advertising/Trade Shows

As a condition to place advertising in USA Gymnastics publications, on its web site or through other USA Gymnastics media platforms/publications, or to participate in USA Gymnastics Congress Regional/National Trade Shows, advertisers, vendors and exhibitors must certify that no persons permanently ineligible for USA Gymnastics membership are or will be associated with the advertiser's gymnastics-related activities, the position, activity, or event it intends to publicize; or the vendor or exhibitor's on-site activities.

#### J. Hiring/Training of USA Gymnastics Staff/Volunteers

1. USA Gymnastics staff members must complete criminal background screening consistent with USA Gymnastics' "Background Screening Policy." Individuals not given a "Green Light" consistent with that policy prior to their employment may not be hired. Individuals not given a "Green Light" on any subsequent criminal background screening may be subject to dismissal.
2. USA Gymnastics shall also check at least two (2) references for each applicant.
3. All USA Gymnastics staff members will be informed about the Safe Sport Policy, which is included as an appendix in the Employee Policies & Procedures Handbook and made aware of its importance to our members and our organization.
4. The members of the USA Gymnastics Board of Directors must submit to criminal background screening consistent with the Criminal Background Screening Policy. Individuals not given a "Green Light" consistent with that policy may be subject to removal.

#### K. Education of the Gymnastics Community

USA Gymnastics will provide education for members of the gymnastics community geared toward promoting a safe gymnastics environment by:

1. Requiring members to complete a designated safe sport course every two years.
2. Designating a section of its website, [usagym.org/SafeSport](http://usagym.org/SafeSport), with educational and safe sport content that is updated as necessary;
3. Featuring articles on athlete safety online and in its magazines;
4. Conducting a live presentation at each National and Regional Congress;
5. Providing online or electronic access through the Safety/Risk Management Certification or other USA Gymnastics University courses;
6. Providing brochures and/or posters to members and Member Clubs;
7. Addressing the topic at minimum annually in designated Athlete meetings, with designated Athletes' parents, and with USA Gymnastics' staff members.
8. Including information in its publications, where appropriate, including the Safety/Risk Management Handbook and each discipline's Rules and Policies.

#### L. Professional Development

Professional and Instructor members of USA Gymnastics should strive to increase their level of proficiency and skill by remaining current on safety, health and training developments relevant to the sport and by seeking advice and counsel of colleagues and experts whenever such consultation is in the best interests of the gymnast.

#### M. Communication

USA Gymnastics will consistently communicate:

1. Its mission and that misconduct is inconsistent with its mission and the best interest of its participants and the sport of gymnastics.
2. Its commitment to, and working toward, a safe environment for all gymnastics participants.

#### N. Document Retention

USA Gymnastics will permanently retain misconduct / grievance files and materials.

#### O. Policy Review

Safe Sport policies will be reviewed at least annually and updated as necessary.



## Sanctioned Event Minimum Medical Requirements Policy

- A. 3 levels: High Risk, Moderate Risk, Low Risk. USAG Program VPs/Directors would be required to assign a risk level to each level and/or event within their sport.
- B. High Risk: MAG – Levels 8,9,10, Senior & Elite  
The performance of skills that pose a risk of severe injury, including fractures, dislocations, spinal cord injuries or deep wounds.
1. Requires the following level of medical staff present during warm-up, practice and competition: Certified Athletic Trainer (ATC), EMT, Paramedic, Sports Med Fellowship trained MD/DO, or Sports Certified Physical Therapist (PT, SCS)
  2. Supplies: AED, Splints, Gauze pads, rolled gauze, sling, advanced first aid supplies, ice cooler/bags, crutches
  3. Medical staff should complete incident report form
  4. 1 practitioner is required per 50 athletes competing at once and one per venue.
    - Example: 75 athletes on the event floor at once in one room of a convention center and 75 athletes on the event floor in a different room of a convention center would require 4 medical staff
- C. Moderate Risk: MAG – Levels 4,5,6,7  
The performance of skills that pose a risk of injury likely limited to lacerations, concussions, sprains or strains
1. Requires a medical professional with first aid training (nurse, PT, ATC, MD/DO, EMT, Paramedic) present during practice and competition.
  2. Prefer practitioner who is familiar with signs and symptoms of concussion and is up to date on current concussion return to play guidelines.
  3. Medical staff should complete incident report form
  4. 1 medical staff member is required per 100 athletes competing at any given time and 1 per venue.
    - Example: If all events take place in one arena with up to 100 athletes on the event floor at once, then one medical staff member is required.
  5. Supplies: advanced first aid supplies with gauze pads to control bleeding, slings, ace wraps, ice cooler/bags
- D. Low Risk: MAG – Level 3 or below  
The performance of skills that pose a risk of injury likely limited to bumps, bruises or abrasions
1. No medical personnel required. Coach or meet director should be comfortable with basic first aid.
  2. First Aid Kit with breakable ice packs.
  3. Meet director would complete incident report form
- E. All levels would be required to submit a completed basic EAP for the gym or venue (We can help create a template with checkboxes)
- F. Medical personnel must be an Instructor member of USAG and have completed safe sport training and background check unless medical is contracted to a 3<sup>rd</sup> party organization in which case that organization must verify that background checks have been completed on its employees at the event. [Click here](#) to review the full medical Services at Meet membership policy.
- G. Medical staff are responsible for following their state's scope of practice and practice guidelines.
- H. How to find qualified medical personnel for your meet:
- Ask parents at your gym if they have proper qualifications or know anyone in the community who does
  - Search your local hospital or children's hospital's website for "Sports Medicine" and contact them via phone numbers or "Contact Us" form on the web page

- Call your local hospital or children's hospital and ask for the Marketing and PR department and ask them if they have providers who would be willing to cover your event
- To find an athletic trainer go to: <https://go4ellis.com/>
- To find a sports certified physical therapist go to:  
<https://aptaapps.apta.org/APTAPTDirectory/FindAPTDirectory.aspx>
  - In the search field "Find By Specialist", choose "Sports"
- Call your community's fire department to see if they have EMTs or Paramedics available to work the event
- Call your local orthopedics practice and ask to speak to the practice manager to see if their sports medicine physicians will provide event coverage
- Use your search engine to search for "sports event medical professionals near me"



## CHAPTER 1

# USA GYMNASTICS MEMBERSHIP REQUIREMENTS

### **New additions are highlighted**

100% of the athletes, coaches and judges participating in a USA Gymnastics Sanctioned Event must be pre-registered as an Athlete, Professional, or Junior Professional member of USA Gymnastics. Any athlete, coach or judge who is unable to be verified as a current USA Gymnastics member will be ineligible to participate in any USA Gymnastics sanctioned event. In addition, any and all athletes who wish to compete USA Gymnastics sanctioned events must be affiliated with a current USA Gymnastics Member Club.

Beginning in 2018, as part of the Athlete Membership requirements, all athletes 18 years of age and older must complete the U110 Safe Sport Course. Parents may give permission for athletes who are 17 years of age to complete the course at that time through their membership profile.

Visit the USA Gymnastics Member Services website for the most up-to-date membership requirements and options. [Member Services](#)

## CHAPTER 2 SANCTIONS

**New additions are highlighted**

USA Gymnastics, as the governing body for the sport in the United States, is responsible for the granting of sanctions for those events, as defined in the USA Gymnastics Sanctioning Policies and Procedures. USA Gymnastics sponsored events may include:

1. Local meets, clinics, dual meets, tri-meets of a local nature
2. Pre-Sectional/Sectional and other Qualifier meets under the supervision of USA Gymnastics or its Regional or State sub-committees
3. State and Regional Championships events hosted under supervision of USA Gymnastics or its Regional or State sub-committees
4. National events/competitions hosted under the supervision of USA Gymnastics
5. Any invitational competition, workshop, clinic, or training camp involving current U. S. National Team Members
6. Foreign - any competitions involving gymnasts from other countries
7. Clinics, workshops, training camps, and other events wanting the benefits of USA Gymnastics' secondary insurance coverage
8. Educational courses that are part of USA Gymnastics University

Once a sanction has been granted, the appropriate USA Gymnastics Rules and Policies must be followed. All participating athletes, coaches, judges, and meet directors must be members of USA Gymnastics.

**A non-USA Gymnastics sanctioned event may not be conducted concurrently with a USA Gymnastics sanctioned event.**

Secondary insurance coverage is provided for all USA Gymnastics members participating in a sanctioned event.

It is the Meet Director's responsibility to secure an event sanction for all USA Gymnastics sponsored events/competitions.

Meet Directors must be an active USA Gymnastics Professional member in the discipline for which they are applying for sanction.

[Click here](#) to visit the Member Services Sanction webpage for sanction options, fees, and directions on how to apply for a sanction.

### **I. Meet Director Responsibility**

For either domestic or foreign sanctions, the Meet Director's responsibility is to:

- A. Follow all regulations contained in these Rules and Policies and all applicable technical regulations from the NGJA.
- B. Secure judges through the appropriate judging association.
- C. Verify that all judges have current men's professional membership and all certifications and requirements are current.
- D. Ensure that all equipment specifications are correct, and the equipment is properly installed.
- E. Ensure gymnasts are entered in their proper age groups and levels and are USA Gymnastics registered Athlete Members.

- F. Ensure all reasonable safety measures are considered.
  - 1. Each competitive area must have its own physical space and may not overlap with another competitive area.
  - 2. There cannot be any obstructions on the floor exercise area.
  - 3. There must be sufficient room for mounting, dismounting and vaulting areas.
  - 4. Report results according to procedures as stated in these Rules and Policies under Meet Results, Section VII.
- D. The Meet Director must be thoroughly versed in the organization and regulations of gymnastics competitions. Violations of any of these Rules and Policies will result in disciplinary action against the Meet Director.
- E. Request for changes to original Request for Sanction:
  - 1. ANY change must be presented in writing for approval prior to the event. Changes may be submitted to [membership@usagym.org](mailto:membership@usagym.org) or by fax to the USA Gymnastics Member Services Department at 317/692-5212.
  - 2. The Meet Director must follow up the approved change in writing.
  - 3. Request must be made at least ten (10) days prior to the event.
- F. After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return it to the USA Gymnastics National Office. The appropriate copies must also be sent to the State and Regional Chairpersons. These must be sent within seventy-two (72) hours of the conclusion of the event.
- G. Upon receipt of the Request for Sanction form and appropriate fee, and after USA Gymnastics approves the sanction request, all sanction forms are available online and ready to be printed, including the Certificate of Sanction, granting Sanction. This certificate must be posted during the competition.
- H. On the Member Services website, log into membership profile and click on “my sanctions” to see if a Certificate of Sanction has been granted. If a Certificate of Sanction has not been received one week prior to the event, contact the USA Gymnastics Member Services at 1-800-345-4719 or email Member Services at [membership@usagym.org](mailto:membership@usagym.org).

## II. Duties and Responsibilities of USA Gymnastics Professional Members in Regard to International Exchanges

- A. Contact USA Gymnastics Member Services (1-800-345-4719) for assistance and directions. Do not directly contact any foreign federation, athlete, club or judge.
- B. With the increased participation of foreign athletes in the country, USA Gymnastics has the responsibility to inform our Professional Members of the FIG regulations governing this activity. The FIG and its member federations have jurisdiction over international events i.e., events involving more than one country’s athletes.
- C. Violations of the FIG regulations can result in restrictions of the member federation and/or its athletes.
- D. While USA Gymnastics realizes the cultural enrichment that these types of events provide to our members, strict compliance to the FIG Regulations MUST be followed. Your cooperation is very much appreciated.
- E. Statutes of the Federation Internationale de Gymnastique (FIG) – reprinted from the original Chapter VII, Article 35 And 36:

### 35.3

#### Inter-Federation Events and responsibilities of Federations

Federations may organize events among themselves in accordance with the Statutes and Regulations of the FIG. It is, however, forbidden for gymnasts or judges of a federation to participate in competitions or demonstrations in the sphere of activity of another federation without the prior consent of the federations involved and that of the federation organizing the event. Likewise, the participation of gymnasts or judges of a federation in an event organized by a body other than a federation must be subject to the prior consent of any federations involved. Federations are also responsible to the FIG for the behavior of their gymnasts, coaches, judges, and other officials and they act as guarantors to the FIG in respect of these responsibilities.

- 36.1 In principle, gymnasts and judges taking part in any international competition must have the nationality (citizenship) of the federations they represent and the authority to participate from their federation.

***The following article outlines the penalties that could be incurred by USA Gymnastics and individual Professional Members, if these rules are not followed.***

- 43.2 Disciplinary measures which can be imposed amongst others on a federation or an individual:
- a) a warning
  - b) the blame
  - c) suspension of the federation, or a person concerned for one or more official FIG events and other international events
  - d) the proscription to take part in the FIG events and other international event for one given or unspecified duration
  - e) the exclusion of any participation in FIG activities and other intentional events for one given or unspecified duration
  - f) the demotion of function
  - g) the withdrawal of a honorary title or distinction
  - h) the cancellation of the brevets or diplomas awarded
  - i) a financial fine
  - j) the suspension for one or more functions of a person elected within one of the FIG bodies and/or of a continental Union for one given or unspecified duration
  - k) the suspension of the federation for one given or unspecified duration;
  - l) the exclusion of a federation for one given or unspecified duration on decision of the Congress
  - m) the exclusion of a FIG person
  - n) the cancellation of results of a competition
  - o) the obligation to restore the financial benefits and prizes received
  - p) the disciplinary measures resulting from the anti-doping regulations
  - q) all the sanctions taken can be the subject of a publication in the FIG bulletin or in any other official FIG publication
  - r) or any other sanction which could be proposed by the Disciplinary Commission of the Gymnastics Ethics Foundation

[CLICK HERE](#) to review all current FIG rules and statutes.

- F. Invitations for Foreign Athletes (Competitions/Exhibitions/Training)
1. Send ALL information (including any financial arrangements) and a cover letter including dates, registration forms, and fees to the USA Gymnastics Member Services Department.
  2. If you wish to invite a particular athlete(s) or foreign club(s), include club name, contact person, and address.
  3. If the activity is a competition/exhibition, a USA Gymnastics Sanction is REQUIRED.
  4. Do not send any invitations (foreign or domestic) until the USA Gymnastics office has notified you that approval has been granted.
- G. Other Considerations
1. The USA Gymnastics Office must approve all sponsorships, advertising, and promotional materials concerning these events in writing.
  2. The use of the word "INTERNATIONAL" is strictly FORBIDDEN.
  3. Promotion or advertising depicting the event as a competition between two or more countries is forbidden (i.e., USA vs. Canada).

4. If your club is planning on traveling to another country, you MUST inform the USA Gymnastics Member Services Department in order to gain written permission from both federations.
5. All exhibitions, competitions, and training between countries (i.e., USA vs. Foreign country) is under the jurisdiction of USA gymnastics.

## V. Sanctioning Requirements for Foreign Exchanges

The following categories have been defined for participation of foreign athletes in this country and for participants of USA club athletes in a club exchange in a foreign country. All exchanges involving foreign athletes are under the jurisdiction of the FIG and the host Federation. Every procedure MUST be followed to protect the athletes and the federations.

### A. Competitions/Exhibitions conducted in the United States

1. Prior approval of Foreign Federation must be secured through request made by USA Gymnastics.
2. All aspects of the event MUST be approved by USA Gymnastics. This includes but is not limited to:
  - a. sponsorships
  - b. marketing/property rights
  - c. equipment/format
  - d. television
  - e. all promotional, marketing, and advertising materials
3. The use of the word "INTERNATIONAL" in the title of a competition/exhibition is strictly FORBIDDEN.
4. Promotion or advertising depicting the event as a competition between two or more countries is forbidden (i.e., USA vs. Canada).
  - Athletes from a foreign country competing in the United States represent only their club at the exchange; they are NOT representing their country as a National Team member.
5. Higher sanction fees may be assessed for galas or exhibitions depending upon the level of the participating athletes.
6. FIG has a 5% tax on prize money awarded at an event.

### B. Training Exchanges conducted in the United States

1. Prior approval of foreign Federation must be secured through a request made by USA Gymnastics.
2. Only a letter of invitation with the specific information is required; however, it is not necessary to sanction.
3. Proof of Insurance coverage:
  - a. It is the sole responsibility of the event host to secure proper insurance for the event. Be aware that some insurance packages do not cover foreign athletes or coaches.
  - b. Training exchanges may not be "USA Gymnastics-sanctioned"; therefore, the Athlete Member insurance is not in effect.
4. Prior notification to USA participants that they represent only their club at this exchange, and they are not participating as official USA representatives.

### C. Competitions, exhibitions and training exchanges conducted in another country

1. USA Gymnastics must receive communication from the host country requesting permission for USA Gymnastics members to attend.
2. USA Gymnastics must approve of your club's participation BEFORE your club accepts an invitation to participate in another country's event. Notification requesting permission to participate in a foreign competition, exhibition or training exchange must be provided to the Program Director at the USA Gymnastics office.
3. Events sponsored by and/or held in a foreign country CANNOT be "USA Gymnastics-sanctioned"; therefore, the Athlete Member insurance is not in effect. Prior notification to USA participants that USA Gymnastics insurance does not cover their participation in an event sponsored by and held in a foreign country is required.
4. Any judge (US or foreign citizens) must receive permission from the National Federation of their country of citizenship before accepting an invitation to officiate a competition that is conducted outside of their country of citizenship.

5. USA participants may only represent their club at these events/exchanges, and they may not participate as official USA representatives.
  - a. For example: Official results may not reflect "USA".
  - b. Prior notification to USA participants that they represent only their club at this exchange, and they are not there as official USA representatives is required.
6. USA National Team members may not represent their club in an international event without the approval of the Program Director or the National Team Coordinator.

## **VI. Sanction Violation and Penalties**

Sanction violations may result in a fine, voiding of a competition and its results, and/or loss of sanction privileges.

### **A. Sanction Violations**

When a Meet Director and/or other Professional or Jr. Professional member(s) participating in the event fail to follow these Rules and Policies, actions can be taken against the Meet Director, hosting institution and/or the individual offenders by the USA Gymnastics office. Violations may also result in action being taken by the Regional Chairperson in conjunction with a Regional Board (if that region has a Regional Board).

1. Violation of Sanction may include, but is not limited to:
  - a. Violation of any regulation within the Rules and Policies.
  - b. Conducting a USA Gymnastics event without a valid sanction.
  - c. Conducting an event on different dates or with more than one location or discipline without the proper sanctions and/or changes.
  - d. Improper timing of the event:
    - i. Athletes in the gym too long (over 5 hours)
    - ii. Starting the warm-ups before 8:00 AM
    - iii. Poor scheduling causing the meet to run past 10:00 PM
  - e. Inadequate facility or equipment.
  - f. Allowing coaches, judges and/or athletes on the competition floor without a current, valid membership, including professional membership requirements. This includes Professional members, Junior Professional members, Athlete and Introductory Athlete members.
  - g. Failure to have a current Men's Professional Membership, which includes a current safety certification, Safe Sport course completion, background check, and a minimum certification level of Instructor Certified (for coaches).
  - h. Incorrect awards.
    - i. Failure to order awards for State or Regionals from USA Gymnastics' national medal company – A1 Awards
    - ii. Failure to give out at least the minimum number of awards as stated in these Rules and Policies
  - i. Failure to return required sanction forms in the allotted time allowed.
  - j. Altering USA Gymnastics language on sanction report form.
  - k. Failure to obtain signatures/initials of officials/coaches on the sanction report form sign-in sheet(s).
  - l. Failure to submit the National Gymnastics Foundation head tax.
2. Violations on the part of a competitor:
 

If an individual gymnast is in violation of the regulations, he will be disqualified, and all awards returned (example: wrong level, wrong age division).
3. Violations on the part of a coach or judge:
  - a. If an individual who does not have the appropriate current Professional, Jr. Professional Membership and/or educational or background check certifications or falsifies one of the above mentioned memberships and attempts to participate on the field of play at a USA

Gymnastics sanctioned competition, he/she will be removed from the field of play by the Meet Director.

- b. If the club represented by the individual who has been removed from the field of play has no other coaches present who are Professional members and cannot find a substitute Professional member at least 18 years of age, then the athletes from that club will not be allowed to compete in the meet.
- c. Entry fees for the competition do not have to be refunded under these circumstances.
- d. The individual and the Meet Director, as well as the club the coach represents, will be sent a letter of violation from USA Gymnastics. The accused individual will have 30 days to respond.

B. Meet Director Penalties for Violations:

1. A meet director may receive the following penalties for violating any of the above stated violations.
  - a. A first-time violation results in a fine of \$100 for one violation plus \$100 for each additional violation associated with the same sanction.
  - b. A second-time violation results in a fine of \$500 for one violation plus \$500 for each additional violation associated with the same sanction. For each additional violation associated with the same sanction, the fine is \$500 each. In addition, a second-time violation may result in possible suspension of sanctioning privileges for the next competitive season. Fines apply only to the individual and/or the Meet Director.
2. Hosting institutions may also be denied sanctioning privileges if violations are repeated with multiple Meet Directors.
3. The State and Regional Chairpersons will be notified of any violations by e-mail.
4. If a fine is assessed to a Meet Director, but not paid by the deadline indicated, the ability to sanction an event will be denied until all balances are paid.
5. If the violation is due to the lack of mandatory forms being returned, the ability to sanction an event will be denied until all mandatory forms are returned.
6. If a fine is assessed but not satisfied by the deadline indicated, the Meet Director's membership may be placed in a pending status.
7. Escalating penalties accrue during the current competitive season (August 1-July 31).

C. Professional Member Penalties for Violations:

1. A professional member may receive the following penalties for violating any of the above stated violations.
  - a. A first-time violation results in a fine of \$100.
  - b. A second-time violation results in a fine of \$500. For each additional violation associated with the same sanction, the fine is \$500 each.
  - c. A third-time violation results in a fine of \$1,000 and possibly suspension of membership.
2. Fines apply only to the individual and/or the Meet Director.
3. The State and Regional Chairpersons will be notified of any violations by e-mail.
4. If a fine is assessed to a Professional Member but not paid by the deadline indicated, his/her membership will go into a pending status until all balances are paid.
5. Escalating penalties accrue during the current competitive season (August 1<sup>st</sup>-July 31<sup>st</sup>)

D. Written notification of a Sanction violation should be mailed to the Regional Chairperson within forty-eight (48) hours of the competition. It is the right and responsibility of USA Gymnastics professional members to report Sanction violations.

### III. Sanction Report Forms

- A. After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return required documents of the sanction report to the USA Gymnastics National Office within seventy-two (72) hours from the end of the event via mail, fax or email, including the Men's National Gymnastics Foundation Report and scholarship head tax – see IX below for details.

USA Gymnastics  
Member Services – Sanctions  
130 E. Washington St., Suite 700  
Indianapolis, IN 46204

Or Fax to: 317-692-5212

Or email to: [sanctions@usagym.org](mailto:sanctions@usagym.org)

- The appropriate copies must also be sent to the State and Regional Chairpersons.
- B. Request for Changes to Original Request for Sanction
1. The Meet Director must submit the request to change the sanction in writing to Member Services.
  2. Request must be made at least ten (10) days prior to the event.
  3. If a Certificate of Sanction is received prior to the change, the Meet Director must make the changes on the certificate. A new certificate will NOT be issued.

### IV. Meet Results and Meet Result Forms

The meet director must mail copies of the meet results AA and individual event scores, for each age group, and a completed Meet Results Form within 72 hours to the following individuals:

- A. Local Meets:
1. State Chairperson
  2. Regional Chairperson
- B. Sectional Meets:
1. State Chairperson
  2. State Meet Director
  3. Regional Chairperson
- C. State Meets:
1. Regional Chairperson
  2. Regional Meet Director
  3. State Chairperson
- D. Regional Meets
1. Regional Chairperson
  2. Junior National Championships Meet Director (include a list of qualifiers)
  3. Vice President of the Men's Program
  4. Men's Program Manager
  5. Junior Development Program Coordinator
  6. Junior Development Program Assistant

### V. National Gymnastics Foundation Men's Academic Scholarship Program Fees

- A. In August of 1999, the Men's Junior Development Program Committee (MDPC) mandated that a one dollar (\$1.00) head tax, for each participant at any men's sanctioned event where a fee is charged, be collected and sent to the National Gymnastics Foundation in order to aide in the funding of the Men's Scholastic Program.



These funds are required to be returned with the USA Gymnastics Sanction Report Form to the National Office within 72 hours of the conclusion of the sanctioned competition or event. **Do not send these funds to your State or Regional Chairperson.**

Failure to forward the competition tax COULD result in removal of the Sanction, forfeiture of the qualifying scores, failure to secure Sanction for future events and the possible loss of Professional Membership.

Information concerning the details of the National Gymnastics Foundation Scholarship Program can be found on the Men's Page of the USA Gymnastics web site at [www.usa-gymnastics.org](http://www.usa-gymnastics.org).

- B. Clinics, educational opportunities, Xcel competitions, and Future Stars program evaluations that are supported by a USA Gymnastics State or Region and where any proceeds from the event go to the State or Region shall be exempt from the National Gymnastics Foundation head tax.
- C. In addition to all local sanctioned competitions, the National Gymnastics Foundation head tax is required to be paid for all State and Regional Championships competitions.

SAMPLE



## TO MEET DIRECTORS FOR ALL

### MEN'S PROGRAM SANCTIONED EVENTS

In August of 1999, the Men's Development Program Committee (MDPC) mandated that a one-dollar head tax, for each participant at any men's sanctioned event where a fee is charged, be collected and sent to the National Gymnastics Foundation in order to aide in the funding of the Men's Scholastic Scholarship Program.

These funds are required to be returned with the USA Gymnastics Sanction Report Form to the National Office within 72 hours of the conclusion of the sanctioned competition or event. Do not send these funds to your State or Regional Chairpersons. Failure to cooperate in supporting the Scholarship Program will lead to complications securing Sanctions in the future and continuing as a Professional Member in good standing.

Please use the form below to ensure that the National Gymnastics Foundation Scholarship head tax is properly credited to your sanctioned event.

Information concerning the details of the National Gymnastics Foundation Scholarship Program can be found on the Men's Page of the USA Gymnastics web site at [www.usagym.org](http://www.usagym.org).

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Sanction #: \_\_\_\_\_ Name of Meet Director: \_\_\_\_\_

Name of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

**Number of Participants:** \_\_\_\_\_ **X \$1.00 =** \_\_\_\_\_ **Total Payment**

#### **PAYMENT**

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Mail a check, payable to the **National Gymnastics Foundation**, to **130 E. Washington St., Suite 700, Indianapolis, IN 46204**. Please note on the check that it is for Men's Scholarships and include the sanction number.

No head tax is due for Xcel competitions, Future Stars Evaluations, camps or clinics.

## CHAPTER 3

# JUNIOR DEVELOPMENT PROGRAM

**New additions are highlighted**

### I. Program Description

The Men's Junior Development Program Rules provide training and competitive opportunities for beginner to elite gymnasts from ages 6 to 19.

The Junior Development Program is organized into ten different levels of training or competition. Each level has multiple age groups and opportunities for participation and competition. Competition is carried out at the local, state, regional and national levels through USA Gymnastics sanctioned invitational meets and championship level meets. The Men's Junior National Championships are held in May of each year for eligible athletes in Levels 8, 9 and 10 who have qualified through their Regional Championships. The season culminates for eligible Level 10 athletes at the U.S. Gymnastics Championships.

All materials are available from USA Gymnastics Merchandising and can be ordered online at [www.usa-gymnastics.org](http://www.usa-gymnastics.org) or by calling 1-800-345-4719.

### II. Age Determination and Competition Level

- A. The 2020-2021 Junior Development Program competitive season is defined as September 1 – May 31. For all aspects of the Men's Junior Development Program, a gymnast's competitive age throughout the entire competitive season is determined by the athlete's age as of May 31. For example, if an athlete was born in April 2007, he would compete as a 14-year-old in the 2020-2021 competitive season. If an athlete was born in June 2008, he would compete as a 12-year-old in the 2020-2021 competitive season. As a result of moving the gymnast's competitive age forward to the current competitive season, there will be no 'age mobility' or 'age bumping' in the junior program.
- B. A gymnast under the actual age of 5 years old will not be permitted to participate in the Men's Junior Development Program under any circumstance. If a gymnast turns 6 years old by May 31 (see II.A above), he may compete Level 4 only (MDPC minutes, 9/7/18). A gymnast whose competitive age is 7 as defined by the year he was born may compete Level 5.
- C. The maximum competitive age for a gymnast to participate in the Men's Junior Development Program is 18 years old. A gymnast whose competitive age is 19 years or older and has graduated from high school must participate as a senior athlete. A gymnast whose competitive age is 19 years old but is still attending high school during that competitive season may compete in the Junior Development Program.

***For further exceptions/explanation see IV below.***

- D. Competitive age 11 athletes may compete Level 8 optional but must compete Technical Sequences at their State Championship and attempt to qualify to Regionals and Nationals in the Junior Elite Division. They may not advance to Regionals or Nationals in the Junior National Division competing optional only.

### III. The Junior Development Program Overview

The Junior Development Program is organized into the following three areas:

#### A. Essential Elements Level 1-2-3 Program

The Essential Elements Level 1-2-3 Program covers Levels 1, 2, and 3, and is designed to provide entry level boys with a successful and enjoyable experience in gymnastics as well as provide them with the necessary preparation abilities to participate in the Junior Men's Competition Program. The Essential Elements Level 1-2-3 Program provides general fitness and skill development guidelines at an introductory level for boy's gymnastics. The program includes many of the skills from the entry-level competitive routines, preparing the gymnast for competitive gymnastics.

B. **Junior Development Men's Program**

1. The **Junior National (JN) Program** consists of seven levels.
  - In levels 4-7, competition is offered in Division I and Division II.
    - Division I provides basic compulsory routines and includes in the routines the opportunity for the talented gymnast to challenge his development and mastery at each level with additional developmental skills (Specified Bonus) that are rewarded with bonus.
    - Division II provides basic compulsory routines that are constructed to encourage participation, promote growth, and provide opportunity for the recreational gymnast to be successful and continue to progress. The basic routines are designed so that they are achievable for the average recreational participant. In this division athletes do not receive a reward for bonus. They are scored on the basic compulsory routine only.
  - The first three levels, 4 through 6, provide basic routines for all boys who desire to participate in competitive gymnastics. These exercises start with simple basic skills experienced in Levels 1 through 3 and progress developmentally with each competitive level.
  - The compulsory Level 7 is designed to encourage and prepare the gymnast for the transition from compulsory to optional routines at an appropriate age by providing skill direction and combinations which can be used as the basis for entry level optional routines. These routines help the gymnast to understand how to construct an optional routine that will fulfill the requirements of the Junior National optional program.
  - The optional levels, 8, 9 and 10, require the gymnast to fulfill most FIG requirements or the modifications for those requirements approved for the program.
2. The **Junior Elite (JE) Program** consists of Levels 8, 9 and 10 for those athletes who have qualified to this division through their State and Regional Championships. In addition to optional competition, athletes in this division are required to perform a Technical Sequence on each event as part of the development process for athletes who aspire to the Elite level and National Team selection.

3. **Junior Development Program** Age Group Competition Charts

a. Compulsory Levels – Division I & II

Level	Age Group	Highest Competitive Event
4	6	State Championships
	7-8	State Championships
	9-10	State Championships
	11 & Over**	State Championships
5	7-8	Regional Championships
	9-10	Regional Championships
	11 & Over**	Regional Championships
6	8-9	Regional Championships
	10-11	Regional Championships
	12 & Over**	Regional Championships
7	10-11	Regional Championships
	12 & Over**	Regional Championships

\*\* 18-year maximum age

b. Optional Levels – Junior Elite, Junior National & Junior Developmental

JUNIOR ELITE		
Level	Age Group	Highest Competitive Event
8	11-12	Junior National Championships
9	13-14	Junior National Championships
10	15-16	Junior National Championships
10	17-19*	Junior National Championships

*\*Must meet eligibility requirements defined in #IV below*

JUNIOR NATIONAL		
Level	Age Group	Highest Competitive Event
8	11**	Invitational Competition Only
8	12	Junior National Championships
8	13-14	Regional Championships
9	13-14	Junior National Championships
9	15-16	Regional Championships
10	15-16	Junior National Championships
10	17-19*	Junior National Championships

*\*Must meet eligibility requirements defined in #IV below*

\*\*11-year olds may only compete in State, Regional, and National by qualifying in the JE Division with Technical Sequences

JUNIOR DEVELOPMENTAL		
No Levels	Age Group	Highest Competitive Event
	11-14	Regional Championships
	15-19	Regional Championships

*\*Must meet eligibility requirements defined in #IV below*

C. Junior National Team Program

The Junior National Team Program provides for the identification and selection of our elite junior athletes. The program includes the Future Stars Development Team selected through the Future Stars Program, the Junior Elite National Teams for Level 8, 9, & 10. An athlete must be a U.S. citizen

(must meet citizenship requirements as defined by the FIG) to be selected to the Junior National Team. The program objectives are to:

1. Define the competitive path for our elite junior athletes and elevate the importance of successful competition at the highest level of quality;
  2. Create an educational evaluation system that emphasizes international competitiveness;
  3. Involve the personal coaches in overall program planning and organization as well as individualized athlete planning and;
  4. Educate the coaching community in the basic principles of coaching and the development of the elite athlete.
- 

***Detailed information about the Junior National Team Program can be found in Chapter 4, Part II of these Rules & Policies.***

#### **IV. Participation by post-High School and NCAA/Collegiate Competing Athletes**

The Junior Development Program is intended for athletes of high school age and below. In special cases, athletes who have graduated from high school may qualify to participate in the Junior Development Program.

- A. An "NCAA Competing Athlete" is defined as an athlete who is/has represented a college or university program in varsity or collegiate club competition.
- B. No NCAA-competing athlete will be allowed to participate in the Junior Development Program. This includes:
  1. Any athlete who represents a NCAA institution in a varsity gymnastics event.
  2. Any athlete who represents a collegiate team and/or participates in the USA Gymnastics Collegiate Championships or any qualification event for the USA Gymnastics Collegiate Championships.
- C. Post high school athletes who have graduated early or have not yet begun attending college, and meet the age requirements, may participate in the Junior Development program.
- D. Any junior age-eligible athlete attending a collegiate institution, not meeting the definitions in IV.B, must obtain permission from the Vice President of the Men's Program in order to compete in the Junior Development Program.**

#### **V. Residency Clause**

- A. The location of the club or team determines the state and regional meet in which the gymnast competes. Therefore, if a gymnast lives in one state but competes for a club or team located in another state, the following regulations apply:
  1. A gymnast must compete in the State Meet based upon the state in which his club is located. He may, based on special circumstances, petition the Vice President of the Men's Program for permission to compete in the state meet for the state in which he lives.
  2. The gymnast must compete in the Regional Meet based upon the State Meet in which he competed. He may, based on special circumstances, petition the Vice President of the Men's Program for permission to compete in the regional meet for the region in which he lives.
  3. American citizens training at foreign clubs:  
American citizens residing in border areas and training at Canadian or Mexican clubs must compete in the State and Regional Meets appropriate for his residence. American citizens residing abroad and wishing to participate in the State, Regional and Junior National Championships must contact the Vice President of the Men's Program for determination of the appropriate state and regional meets. To compete in the championship meets, such gymnasts must have a standard USA Gymnastics Athlete Membership. American citizens training at foreign clubs are not eligible for the discounted insurance-only membership provided for foreigners competing in U.S. meets.

## B. Foreign Athletes

USA Gymnastics recognizes the positive benefits of having foreign athletes who reside in the United States participate in its sanctioned competitive events. However, USA Gymnastics has an obligation to observe all rules and regulations regarding the participation of foreign athletes as set forth by the International Gymnastics Federation (FIG).

1. FIG regulations require that all Foreign Athletes (anyone without United States Citizenship) - regardless of age or competition level - must gain permission from the gymnastics federation of their country of citizenship and from USA Gymnastics before they may compete in any sanctioned USA Gymnastics event.
2. In order to fulfill the FIG requirements foreign athletes must:  
Acquire written approval from the gymnastics federation from his respective native country (for which he/she holds a passport) before he/she may compete in competitions held in the United States. If a gymnast who is not a U.S. citizen competes without the written permission from his national federation, it is a violation of the International Gymnastics Federation's (FIG) regulations. Getting approval from that federation is the responsibility of the athlete, and this rule applies to all levels of competition in all five programs (men's and women's artistic gymnastics, rhythmic gymnastics, trampoline and tumbling, and acrobatic gymnastics).

To make it easier, a draft letter that gymnasts may send to the appropriate national gymnastics' federation, as well as a link to the FIG's directory of national gymnastics federations, is available on the Men's Page of the USA Gymnastics web site ([usa-gymnastics.org](http://usa-gymnastics.org)). A copy of the letter of approval from the appropriate national gymnastics' federation must be provided to the gymnast's club.

3. Non-citizen USA Gymnastics athlete members who are residents, living and training in this country are allowed to compete/participate in USA Gymnastics sanctioned events with full privilege and receive awards up to and including the Junior National Championships.
4. Only athletes who are eligible to become members of the Junior or Senior National Team may participate in the following events:
  - National Qualifier
  - Winter Cup Challenge
  - U.S. Gymnastics Championships
  - World, Pan American Games or Olympic Team Trials
5. Foreign athletes may not become members of the Future Stars Team, Junior Elite National Team (Levels 8-10) or Senior National Team.
6. Foreign athletes may not qualify to participate in the Junior Development Camp (formerly the Ricky Deci Memorial Camp).

## VI. Competition Rules

The International Gymnastics Federation (FIG) *Code of Points* will be used except where superseded by rules found in the USA Gymnastics Junior Development Competition Program Manual and approved updates. Therefore, the order of precedence when determining which rules to use in the event of conflict is:

- A. The Junior Development Competition Program Manual and approved updates. Updates are posted on the USA Gymnastics website at [www.usa-gymnastics.org](http://www.usa-gymnastics.org).
- B. FIG *Code of Points* with approved National Gymnastics Judges Association (NGJA) interpretations.

***In addition, FIG rules and regulations will be used with the following exceptions:***

- C. Apparatus specifications - see USA Gymnastics Junior Development Competition Program Manual
- D. Competition should be scheduled to be completed by 10:00 PM. Warm-ups should not be scheduled earlier than 8:00 AM without permission from the Vice President of Men's Program.

- E. A spotter is required, for all levels, to be in a position to safely spot the entire performance on Still Rings, High Bar and Vault. A spotter is allowed for all levels on Parallel Bars.
- F. All coaches and judges on the competition floor must be current USA Gymnastics Men's Program professional members. Current Safety Certification (U101), Background Check and Coaches Instructor Certification (U100) are required at all sanctioned competitions. Coaches and judges are required to have in their possession a current membership card (or electronic verification) to verify their certification at all sanctioned events.
- G. Team Participation by a Club: A gymnastics club that is part of a multi-location business must compete as an individual team. A multi-location business may not compete as one team. A request for any exception to this rule must be submitted to the Vice President of Men's Program for review.
- H. Handguard Rule: The Head Judge may, at his/her discretion, allow a second trial if a gymnast's handguard fails during a competitive exercise.
- I. Safety Cushions: An 8" mat may be used on any event (except floor exercise) at any time in Junior Competition.
- J. Skill restrictions:
- For restrictions on Round off entry vaults at various levels, refer to the Junior Men's Competition Manual.
  - Head-first entry roll out skills are not permitted on Floor Exercise in optional competition.
  - The Junior Men's Competition Program will follow the Junior FIG Code restrictions for Parallel Bars and Still Rings.
  - ***See the Junior Men's Competition Manual and approved updates for current information on skill restrictions for the junior program.***
- K. Under the USAG Junior Development Competition Program, while All-Around is encouraged, participation by a specialist is permitted in all classes of competition. States and Regions must provide opportunity for qualified specialists to compete.

L. Registration

Only registered Athlete Members of USA Gymnastics may participate in any USA Gymnastics sanctioned event. Athlete Members must include a valid registration number on the entry form. Membership registration must be completed prior to the event.

M. Gymnastics Attire

All competitors must wear the FIG designated uniform for the competition, with the exception of Levels 4 and 5.

1. For Levels 6-10 on Pommel Horse, Still Rings, Parallel Bars and Horizontal Bar, all gymnasts must wear long solid colored competition pants and footwear (socks and/or gymnastics shoes). In the Junior Development Competition Program, dark colored competition pants are allowed. On Floor Exercise and Vaulting, gymnasts may compete in short pants with or without footwear. Levels 6 and up must wear a competition top on all events. FIG rules regarding competition attire will be in effect for junior level athletes attending Winter Cup Challenge, Men's National Qualifier, and U.S. Gymnastics Championships
2. For Level 4-5, on all events, are only required to wear gymnastics short pants and team T-shirt. Competition long pants may be worn but are not required. Gymnasts are not required to wear footwear (socks or gymnastics shoes).
3. For Levels 1 - 3, for all events, gymnasts must wear a T-shirt and shorts. Competitive uniforms are not allowed at this level.
4. All gymnasts are required to wear a shirt or competition top on all events during warm-ups.
5. For safety reasons jewelry of any kind is NOT allowed during competition and is considered a uniform violation.
6. Uniform violations will result in a medium behavioral deduction on each event in which the infraction occurs. The judge will warn the gymnast that the deduction will be taken at each event.



N. USA Gymnastics Rules for Advertising and Publicity- USA Gymnastics utilizes the FIG rules for advertising and publicity. Specific rules pertaining to competition apparel is as follows.

1. Competition Attire Restrictions

- No publicity is allowed on socks or shoes, only normal manufacturers identification is permitted on these items.
- No hats or caps are allowed to be worn.
- No publicity is allowed on hand grips or other such gear used by the gymnasts for competition. Only normal manufacturer's identification is permitted on these items.
- No publicity is allowed on the hand apparatus used in competition; only normal manufacturer's identification is permitted.

2. Manufacturer's Logo - per FIG

- The logo must be the same as it is normally used as a registered trademark.
- Only one identification mark on each piece of clothing is permitted, a unitard is considered one piece.

3. Competition Attire

a. Singlet, shorts, or pants

Publicity can be displayed on the gymnast only once.

- One location only on the singlet or the shorts or the pants
- Maximum space 60 sq. cm including the background
- **NOT allowed: on the back anywhere**

b. Warm-up Suit

- Publicity may appear on the gymnast only once. It can be on the jacket or the pants placed anywhere in keeping with good taste and design.
- Publicity Space- Maximum space 80 sq. cm

c. Carry-on Bag and T-shirt

Publicity Space:

- maximum space 200 sq. cm
- background space can be of any color and the identification multicolor
- may appear two times on each bag and t-shirt

d. Additional questions concerning rules for advertising and publicity regulations not listed should be directed to the National Office Staff.

O. Professional attire for coaches on competition floor.

The following coach's professional attire is required at all competitive sessions, scheduled warm-up sessions and event training sessions. *Those coaches who are in violation of this policy will be required to comply or may be asked to leave the field of play.*

1. Closed toe shoes, no sandals
2. Slacks, Warm-up pants or hemmed "dress" shorts (No Denim or "cargo style" – defined as having large flap pockets with a button or snap closure on the front and/or side of the thigh)
3. Collared shirts
4. No hats
5. No backpacks while spotting

P. All Local, State, and Regional rules and policies must conform to USA Gymnastics rules as approved by the MDPC and listed within the Junior Development Competition Program Manual and approved updates. Any deviation from these rules and policies must be requested and authorized by USA Gymnastics in writing.

## VII. Competition Credentialing

Credentialing at Local competitions where published ahead of time, State, Regional, and Junior National Championships may allow for one coach per athlete, maximum of two coaches per club, to be allowed a credential. Clubs who would like to send more than two coaches must do the following:

- A. Local competitions may have this option for credentialing but should publish the credentialing rule with their meet information so that participating clubs are made aware. Requests for additional credentials may be considered for valid reasons such as large numbers of gymnasts from a club competing within a session.
- B. State & Regional Championships may have this option for credentialing but should publish the credentialing rule with the meet information so that participating clubs are made aware. Requests for additional credentials may be considered for valid reasons such as large numbers of gymnasts from a club competing within a session.
- C. Junior National Championships – required. Participating clubs that want to send more than the maximum number of allowed coaches must complete an Additional Coaches Credential Request Form and submit it to the Men’s Program Manager at USA Gymnastics along with \$75 per requested additional credential for consideration. Submission of this request does not guarantee the approval of requested coach’s credential.
  - The Additional Coaches Credential Request Form can be found on the men’s page of the USA Gymnastics website under “Forms” or click here:  
<https://usagym.org/PDFs/Forms/Men/addlCoachCredential.pdf>
  - Any club that needs to change a coach slated to attend Junior National Championships must email the Men’s Program Manager.
- D. The coach whom the credential is being requested for must be a professional member in good standing with a men’s discipline at the time of request.

## VIII. Junior National Championships and Qualifying Meet Dates

- A. The Junior National Championships shall be conducted the first or second weekend in May. The MDPC and USA Gymnastics' National Office must approve any deviation from this date.
- B. Regional Championships should be conducted no less than three weeks before the starting date of the Junior National Championships. The Vice President of the Men’s Program must approve in writing any deviation from this date.
- C. State Championships must be conducted not less than two weeks before the starting date of the Regional Championships. The appropriate Regional Chairperson must approve in writing any deviation from this date.

## IX. Junior National Championships and Qualifying Meet Sites

- A. If a call for bids is sent out, the National office will review bids to the Junior National Championships which are due to the Vice President of Men no later than May 1, two years in advance of the competition year being bid on.
- B. The Regional and State Chairpersons will determine the sites of the Regional and State Championships. The Regional Chairperson will attempt to locate the Regional Championships competition site in a different part of the respective region each year.

## X. Financial Responsibilities (Adding \$1.00 to Entry Fee for NSF Head Tax is not allowed)

- A. The host institution of a State and/or Regional Championship is financially responsible unless otherwise previously specified by written agreement. Financial responsibilities for the Junior National Championships are available from USA Gymnastics.
- A. Entry Fees for Qualifying and Championship Meets  
Entry Fees apply to Sanctioned QUALIFYING meets only. Entry fees for non-qualifying meets are at the discretion of the Meet Director.
  - 1. Maximum of \$75 per gymnast for a qualifying meet below the state level.

2. Maximum of **\$100** per gymnast for the State Meet –
  - a. Entry fee may be increased to a maximum of **\$125** for gymnasts competing two days of competition at the State Meet.
  - b. Registration forms with entry fees that are not received by the due date may be assessed a late fee not to exceed forty percent (40%) of the total entry fee. The due date and late fee must appear in the State Meet information.
3. Maximum of **\$135** per gymnast for the Regional Meet.
  - a. Entry fee may be increased to a maximum of **\$160** for gymnasts competing two days of competition at the Regional Meet.
4. Maximum of **\$170** per gymnast for the Junior Nationals.
5. All entry fees for Championship Meets are maximum allowable. Entry fees may be subject to change after review and approval by the MDPC.

## **XI. Qualification Procedures**

### **A. State Championships**

The State Chairperson sets all qualification rules for the State Championships with the advice and assistance of such people as he deems necessary along with practical, operational and logistical needs within that state. The primary goal is promoting the Junior Programs within the individual state. However, if these qualification rules conflict with recommended USA Gymnastics policy, the National Office must approve the differences in writing.

### **B. Regional Championships**

1. The Regional Chairperson sets qualification scores for all age divisions with the advice and assistance of such people, as he deems necessary along with practical, operational and logistical needs within that region. The primary goal is promoting the Junior Programs within the individual region. However, if this conflicts with recommended USA Gymnastics policy, the National Office must approve the differences in writing.
2. Recommended guidelines for qualifying scores may be set by the MDPC or the respective regions. Guidelines for participation in the Regional Championships are determined by the Regional Chairperson/Regional Board or Committee for each region based upon numbers, time allotment, and facility and budget concerns specific to the region.

### **C. Junior National Championships**

1. The MDPC reviews and establishes the qualifying process for the Junior National Championships, which may be by qualifying score, allotment system or a combination of these two methods.
2. The qualification process will be posted on the USA Gymnastics web site by April 1 of each year.
3. Competition will take place in two divisions: Junior National and Junior Elite:
  - a. Qualification using a system of minimum score and/or allotment will be set by the MDPC for each of the following age groups:
    - JN Level 8 (12 yrs.)
    - JE Level 8 (11-12 yrs.)
    - JN & JE Level 9 (13-14 yrs.)
    - JN & JE Level 10 (15-16 yrs.)
    - JN & JE Level 10 (17-19 yrs.)
  - b. The top two (2) Level 10 gymnasts (in each age group – 15/16 and 17/18) on each event at the Regional Championships may compete at the Junior Nationals as specialists in that event provided:
    - They do not qualify in the All-Around by score or allotment.
    - They are in an age group that qualifies to Junior National Championships.
4. Qualification to the total allotment for each region in each level is determined by rank order from optional competition in the All-Around at the Regional Championships. The athletes qualified to

this allotment are eligible to compete in the Junior National Division at the Junior National Championships.

5. Procedures for qualification to the Junior Elite Division will be determined by April 1 of each year and published in a USA Gymnastics approved update. Optional All-Around score, Technical sequence score, allotment or a combination of these methods may be approved by the MDPC each year for qualification to the Junior Elite Division.

## **XII. Petitions**

- A. Athletes who petition to any meet should be able to prove, through score verification, that they would have easily qualified for the competition. The national office guideline is that an athlete's submitted all-around scores be **at least two points higher than the set qualifying score and that at least two different meet results be submitted**. Submitted scores should be actual copies of meet results. This will assure that the athlete would have been able to achieve the set qualifying score in the State or Regional Championships (includes Future Stars National Championships) where judging is typically more stringent.
- B. Petitions to Junior National Championships should follow current petition requirements and in addition, athletes must submit results from a minimum of two USA Gymnastics sanctioned meets during the current competitive season, showing that their scores would place them in the top 50% of athletes who qualified by score from their region using the published national allotment.
- C. Petitions may **only be submitted by the athlete's coach** and submitted petitions must meet protocol procedures and be fully documented for consideration. Petitions may only be submitted for athletes who are injured or, under special circumstances, are unable to participate in the qualifying competition.
  1. Coaches are responsible for submitting ALL required documentation for a petition.
  2. Petitions must be received by either the State Chairperson (for Sectional or State meets) or the Regional Director (for Regional and National meets) before the competition begins. Petitions should provide all documentation including
    - actual copies of score sheets for score verification;
    - doctors' statement; and
    - coach's statement.
  3. Petitions should also include entry forms for the event being petitioned as well as entry fees. Petitions that do not meet either the time or documentation requirements will not be accepted.
  4. Petitions for athletes injured during a competition must be turned in to the State Chairperson (Sectional or State meet) or to the Regional Chairperson (at the Regional Championships) by the conclusion of the event where the injury occurs (unless an emergency situation dictates otherwise). Documentation must be received by the State Chairperson (State Championships) or the Regional Chairperson (Regional/Junior National Championships) within 48 hours of the conclusion of the event and must include the following:
    - Scores
    - Doctor's statement
    - Coach's statement
    - Entry form for the event being petitioned to
    - Entry fee for the event being petitioned to
  5. The State or Regional Chairpersons must receive non-injury petitions; whichever is appropriate, at least 14 days before the event being petitioned except in the case of an emergency. Non-injury petitions must include a complete letter of explanation along with copies of meet results for score verification. In the case of an emergency, petitions must be submitted within 48 hours of the conclusion of the event. Non-injury petitions are subject to approval by the Vice President of the Men's Program for national level meets.
- C. State or Regional Chairpersons are required to include completed petition forms with the entries to either the Regional or National Championship Meet Director. In addition, Regional Director's must submit a copy of both Regional Championship results and completed petition forms, along with the Regional Chairperson's personal observations and recommendations, by overnight mail to the Vice

President of the Men's Program at USA Gymnastics. All injury petitions to the National Office should go through the Regional Director.

- D. State Directors will inform the Sectional or State Meet Director and the Regional Chairperson will inform the State Chairperson and Regional Meet Director as to the status of all petitions. Petitions that are not granted will have their entry fees returned.
- E. The National Office will inform the Regional Chairperson and Junior National Championships Meet Director as to the status of all petitions for the Junior National Championships. All National Championship petitions will be granted at the discretion of the Vice President of the Men's Program. Petitions that are not granted will have their entry fees returned. The Vice President of the Men's Program reserves the right to review state and regional petitions for action.
- F. Injury petitions require a full medical clearance from the attending physician that the athlete is able to compete without restriction on all events. Injury may be tentatively approved pending a physician's clearance. Failure to provide medical clearance will result in the petition being denied. Medical clearances should be faxed to the Men's Program Manager at USA Gymnastics at (317) 237-5069 or scanned and emailed to the Men's Program Manager.

### **XIII. State and Regional Championships Procedures and Competition Formats**

#### **A. State Championships**

- 1. State competition may be conducted in one day. Technical Sequences only are required for State competition at the Junior Elite level. If a State elects to schedule both Technical Sequence competition and Optional competition, they must be scheduled on different days if athletes will be competing in both sessions.
- 2. Individual finals may be conducted if desired.
- 3. State Championships are obligated to follow the Junior Development Competition Program rules with respect to age groups and age divisions, however State Chairpersons may request variation from the age groups and levels presented in the Junior Development Program Age Group Table in the case of documented need regarding state development or due to financial considerations. Approval must come from the Vice President of Men or the Junior Development Program Coordinator.
- 3. The Meet Director shall forward complete meet results to the Regional Chairperson and the Regional Meet Director. The State Chairperson shall forward a list of regional qualifiers and petitions to the Regional Chairperson within 24 hours after completion of the competition.
- 4. Competition at State and Regional Championships shall be conducted within approved USA Gymnastics age groups as printed in the Junior Men's Competition Manual or approved updates. Age groups may be combined or split where participant numbers dictate at the discretion of the State or Regional Chairperson.
- 5. **Important:** Clubs entering into their state championships must use the USA Gymnastics online reservation platform. The last day for a club program to initiate their entries into the State Championships through the USA Gymnastics Reservation Platform is February 15<sup>th</sup>. Level changes cannot be made after March 1<sup>st</sup>. For information regarding the reservation platform go to: <https://usagym.org/pages/post.html?PostID=18319&prog>

#### **B. Regional Championships**

- 1. Regional Championships should be conducted over a minimum of two days. Individual finals may be conducted if desired. Junior Elite qualifiers must perform Technical Sequences and Optional competition on separate days.
- 2. The qualifying score to the Regional competition may vary from the nationally recommended score as provided in paragraph IX, B, 2.
- 3. Regional Championships are obligated to follow the Junior Development Competition Program rules with respect to age groups and age divisions, however Regional Chairpersons may request variation from the age groups and levels presented in the Junior Development Program Age Group Table in the case of documented need regarding regional development or due to financial considerations. Approval must come from the Vice President of Men or the Junior Development Program Coordinator.

4. Competition at State and Regional Championships shall be conducted within approved USA Gymnastics age divisions as printed in the Junior Men's Competition Manual or approved updates. Age groups may be combined or split where participant numbers dictate at the discretion of the State or Regional Chairperson.
  5. **Important:** State Chairpersons must use the USA Gymnastics online reservation platform to enter their State's qualified athletes into their respective Regional Championships.
- C. Awards for State and Regional Championships
1. All awards will be standard USA Gymnastics medals, ordered only from [A-1 Awards](#), 1/800-444-9569.
  2. Awards are to be made at the conclusion of each competition with appropriate ceremony and announcements.
  3. Gymnasts receiving awards must be in competition attire.
  4. ***This is only a minimum guideline.*** The minimum number of places to be awarded is as follows -- Meet Directors may award more places if they wish and substitute awards (such as ribbons) may be given for the additional places:
    - a. If only one gymnast is entered in an age division, he receives the 1<sup>st</sup> place All-Around medal only.
    - b. If only two gymnasts are entered in an age division, they receive 1<sup>st</sup> and 2<sup>nd</sup> place All-Around medals only.
    - c. If 3 - 10 gymnasts are entered in an age division:
      - 1) Award 1<sup>st</sup> place in each event
      - 2) Award 1<sup>st</sup> – 3<sup>rd</sup> All-Around for 3 - 5 gymnasts
      - 3) Award 1<sup>st</sup> – 4<sup>th</sup> All-Around for 6 -10 gymnasts
    - d. If 11 - 20 gymnasts are entered in an age division:
      - 1) Award 1<sup>st</sup> – 6<sup>th</sup> All-Around places
      - 2) Award 1<sup>st</sup> – 3<sup>rd</sup> event places
    - e. If 21 - 50 gymnasts are entered in an age division:
      - 1) Award 1<sup>st</sup> – 6<sup>th</sup> All-Around places
      - 2) Award 1<sup>st</sup> – 6<sup>th</sup> event places
    - f. If 51 or more gymnasts are entered in an age division:
      - 1) Award 1<sup>st</sup> – 10<sup>th</sup> All-Around places
      - 2) Award 1<sup>st</sup> – 10<sup>th</sup> Event places (unless Finals allows less per event to compete)
    - g. A State Chairperson may request the Regional Chairperson to grant a deviation from these recommendations based on financial conditions of the State Meet.
    - h. The Regional Chairperson may choose to deviate from this recommendation based on financial conditions of the Regional Meet.
    - i. Regardless of the policy decided upon, the maximum awards are to be medals only. Trophies are not to be awarded to individuals as an individual event or all-around recognition.
    - j. Variance from this policy may result in loss of Sanction and invalidation of qualifying scores.
  5. Tie Breaking System for determining the distribution of awards but NOT the ranking.
    - a. If two (2) gymnasts tie for 1<sup>st</sup> place, both are the champions, although one will receive the second-place award.
      - 1) If a tie for a place occurs, both gymnasts stand on the awards stand for that place.
      - 2) For example, tie for 1<sup>st</sup> - both gymnasts stand on 1<sup>st</sup> place. The silver medal is given to the appropriate gymnast. Do not announce who received the silver medal. They are both 1<sup>st</sup> place winners.
    - b. All-Around
      - 1) The gymnast with the highest individual event score receives the award for the tied place.

- 2) If still tied, then the gymnast who received the second highest individual event score receives the award for the tied place.
  - c. Individual Events
    - 1) The gymnast with the highest All-Around total receives the award for the tied place.
    - 2) If still tied, then the highest single judge's score in the tied event receives the award for the tied event.
    - 3) If still tied, then the highest single judge's score in any event.
  - d. Example of distribution of Awards: If there is a tie for first place.
    - 1) Award the 1<sup>st</sup> place medal by one of the above procedures.
    - 2) The 2<sup>nd</sup> place medal is then presented to the tied medalist.
    - 3) There is NO 2<sup>nd</sup> place ranking
    - 4) The 3<sup>rd</sup> place medal is then presented to the next gymnast and so on.
    - 5) All gymnasts who tie for a place should receive an award. When there is a tie for the last place award, duplicates must be sent to the gymnast if awards are not available at the meet site.
- D. Ordering Awards
1. All State, Regional and National Championships medals must have the USA Gymnastics logo on them.
  2. A-1 Awards has exclusive use of the USA Gymnastics logo on awards and recognition products. Therefore, all State, Regional, and National Championships medals must be ordered only from [A-1 Awards](#), 1/800-444-9569.
    - a. Any use of the USA Gymnastics logo on medals or awards by another company is prohibited.
  3. The State Chairpersons will order awards for the State Meet. A-1 Awards must receive this order five (5) weeks in advance to allow for processing and shipment.
  4. The Regional Chairperson will order awards for the Regional Meet. A-1 Awards must receive this order five (5) weeks in advance to allow for processing and shipment.

#### **XIV. Junior National Championships Procedures and Competition Format**

##### **A. Entry Information**

Only Regional Chairpersons may submit entries for the Junior National Championships. The National Meet Director will not accept any individual entry. Regional Chairpersons must use the USA Gymnastics online reservation platform to enter their Region's qualified athletes into the Junior National Championships.

##### **B. Competition Schedule:**

1. Qualifiers will be placed by random draw by club affiliation and distributed to the designated sessions by level.
2. Competition will be conducted by Capitol Cup format in two flights for each session. One flight will warm-up in the warm-up gym while the other flight competes. The squads in each flight will alternate competition between age groups. A draw will be held to determine the starting event for each squad within the flight. Modification of this format may be approved by the National office based upon participant numbers in any session.
3. Competition will be scheduled to begin at 8:00 am and scheduled to conclude at 10:00 PM. Two judge panels will be used in all Capitol Cup sessions. Any deviation from these times must be approved by USA Gymnastics. During the entire competition, each group will warm up an event, and then compete.
4. Following the conclusion of each preliminary day, All-Around and Individual Event Finalists will be posted for each division. Two alternates in both the All-Around and each individual event may be designated for each Junior Development Program age group. Alternates may replace gymnasts who withdraw from the Finals competition the day before the Finals event. Scratches that occur after the designated time on the day before the event will not be replaced.

5. Competitors in the Junior National Division will perform Optional Routines in both the Preliminary and Finals Sessions.
6. The MDPC will determine the competition format for the Junior Elite Division. Junior Elite competitors will perform Technical Sequences and Optional Routines on separate days. Designation of routines to be performed in the Preliminary and Finals sessions will be determined by the MDPC.
7. **Tentative** Competition Schedule – this schedule can be altered to fit the format of the competition:
  - Thursday:**
    - Session 1: **Level 9 JN**
    - Session 2: **Levels 8 and 9 JE Optional Routine Competition**
    - Session 3: **Level 10 JE Optional Routine Competition**

**Level 9 Junior National (JN) Division**

- a. Junior National (JN) Division Level 9's compete one session in Capitol Cup format.
- b. Single age years awards for All-Around and Individual Event immediately follows.

**Junior Elite (JE) Division Optional Routine Competition**

- a. Level 8, 9 and 10 Junior Elite (JE) Division athletes will perform Optional routines.
- b. All JE Division athletes will advance to the Finals session.

- Friday:**
- Session 1: **Level 10 JN Optional Routines**
  - Session 2: **Level 10 JN Optional Routines**
  - Session 3: **Level 10 JN Optional Routines and JN Regional Teams**

**Level 10 Junior National (JN) Division All-Around and Individual Event Finals**

- a. The top **30** gymnasts by AA ranking in the JN Division from the preliminary competition Level 10 (15 years), Level 10 (16 years), Level 10 (17 years) and Level 10 (18/19 years) age groups qualify to the All-Around Finals.
- b. In addition, athletes who finished in the top six (6) on an event in the preliminary competition and who did not qualify for the AA Finals will qualify to compete in the Junior National Division Finals on those events from each **single age year**.
- c. Any athletes not competing in the All Around will go up first on the event in random order and the All-Around qualifiers will go at the end of the rotation with an internal rotation of all-around athletes from event to event.
- d. The combined score from the Preliminary session and the Finals session will be used to determine the All-Around and Individual Event final rankings.

- Saturday:**
- Level 8 JN Training**
  - Session 1: Level 8 & 9 Technical Sequence Competition**
  - Session 2: Level 10 JE Technical Sequence Competition**

**Junior Elite (JE) Division All-Around and Individual Event Finals**

**Level 8 and 9**

- a. All JE Division Level 8 and 9 athletes will perform either the designated (11-14) Technical Sequences in the JE Finals session as determined by the MDPC for the competition format.
- b. The combined score from the Optional Routine Competition session and the Technical Sequence Competition session will be used to determine the All-Around and Individual Event final rankings.
- c. JE Division Level 8 and 9 athletes will be eligible to receive awards in single age year categories.



### **Level 10**

- a. All JE Division Level 10 athletes will perform either the designated (15-19) Technical Sequences in the JE Finals session as determined by the MDPC for the competition format.
- b. The combined score from the Optional Routines Competition session and the Technical Sequence Competition session will be used to determine the All-Around and Individual Event final rankings.
- c. JE Division Level 10 athletes will be eligible to receive awards in single age year categories.

**Sunday:            Session 1:    Level 8 JN**

**Session 2:    Level 10 JN Finals**

### **Level 8 Junior National (JN) Division**

- a. Junior National (JN) Division Level 8's compete one session in Capitol Cup format.
- b. Single age years awards for All-Around and Individual Event immediately follows.

### **C. Awards Ceremonies:**

1. Junior Elite Division All-Around awards will be presented to the top ten finishers in each age group within Level 10 (17-19, 15-16), Level 9 (13-14), and Level 8 (11-12). Ties will not be broken, and duplicate awards will be given. Ten all-around awards will be given except in the case of a tie for tenth place. Single Age Year placements will be used when designated by MDPC.
2. Individual Event awards will be presented to the top six finishers in the Junior Elite Division in each age group. Ties will not be broken, and duplicate awards will be given. Six places will be awarded except in the case of a tie for sixth place. Single Age Year placements will be used when designated by MDPC.
3. Awards will be presented for All-Around and Individual Events following the second day of competition based upon combined score of both days by division.
4. Junior National Division All-Around and Individual Event awards will be presented to the top ten finishers in each Level based upon single age year categories:
  - Level 8 – 12 years old
  - Level 9 – 13 years old & 14 years old
  - Level 10 – 15 years old & 16 years old
  - Level 10 – 17 years old & 18/19 years old
5. The Top 6 Club Teams in each Level will be recognized on their first day of optional competition based on the combination of the results from Junior National and Junior Elite Divisions. A Junior National Championship banner will be awarded to the Top 3 teams. The Club Team score will be calculated using the Top 3 scores on each event from the respective divisions. All participants must be in competition attire to appear in the award presentation.
6. When submitting Region Championships results, the Regional Chairperson will identify the top five (5) athletes in the Level 10, 17-18 year-old Junior National division (combined) and the top five (5) athletes in the Level 10, 15-16 year-old Junior National division (combined) to represent their region in the Level 10 JN Optional Routines/JN Regional Team session at Junior National Championships. The Top 3 Regional Teams in each combined age group will be recognized. The Regional Team score will be calculated from competition in each respective age division. All regional team participants must be in competition attire for the award presentation. The Junior National Division will use the Top 5 scores from the first day of competition on each event to determine the Regional Team ranking.

#### D. General Schedule

- Tuesday: Set-up for competition. No scheduled training.
- Wednesday: Training in warm-up gym and competition gym. Sessions to be assigned based upon Regions, number of qualifiers and time zone. Mandatory Coaches Technical Meeting to follow training.
- Thursday: **Level 9 JN competition and Levels 8, 9 and 10 JE Optional Routine competitions** – 3 sessions
- Friday: **Level 10 JN Optional Routine competitions**, including JN Regional Team competition – 3 sessions
- Saturday: **Level 8 JN Training**  
**Junior Elite Division Level 8 and 9 Technical Sequences / AA & IE Finals\***  
**Junior Elite Division Level 10 Technical Sequences / AA & IE Finals \*\***
- \* Levels 8 and 9 Junior Elite National Team will be announced following session. National Team meeting to follow (National Team members, their coach and parents).*  
*\*\*Level 10 qualifiers to U.S. Gymnastics Championships will be announced following session. Qualifiers meeting to follow (Qualifiers and coaches)*
- Sunday: JN Level 8 competition  
JN Level 10 AA & IE Finals

E. The Meet Director may deviate from the established competition schedule and format only with prior approval from USA Gymnastics.

#### F. Medical Guidelines

1. A certified trainer must be available for all training and competition sessions.
2. A medical doctor must be available or be on call for any emergency situations that may arise.
3. A medical facility or hospital shall be located in the immediate area.
4. A written medical plan must be in place and accessible. It should include available personnel and transport service contact information, evaluation protocol, and actionable emergency procedures.

### XV. Officials

All officials for all USA Gymnastics sanctioned events MUST be Junior Development certified. Use of non-certified judges will invalidate the event. All judges must have a current Safety Certification, Background Check, **Safe Sport Certification** and USA Gymnastics Men's Professional membership in their possession.

- A. State Championship competitions may use officials holding local Junior Development certification if necessary, but it is recommended that officials holding national certification be used whenever possible. Two judges per event at all Optional levels is strongly recommended.
- B. Regional Championship competitions must use officials holding National certification. Two judges for all Optional levels is required.
- C. The State Chairperson will work with the local judging associations to assign all officials for all USA Gymnastics sanctioned local and state competitions. The Regional Chairperson shall coordinate assignment of officials to the Regional Championships with the local judging associations in the region and the appropriate NGJA Junior Development Technical Director.
- D. The Junior National Championships must use officials holding National or FIG cards. There will be 24 judges and 1 Technical Director (the JD Vice President of the NGJA) who are assigned to the Junior National Championships. Two qualified judges for each of the nine USA Gymnastics Regions may be assigned to the event while the remaining six judging positions will be occupied by the Junior National Apparatus Leaders. Qualifications for selection will be determined by the JD Vice President of the

NGJA, the Junior Development Program Coordinator, and the Vice President of the Men's Program for USA Gymnastics. These individuals will comprise the Independent Selection Committee.

- E. An official must have judged a minimum of three (3) junior meets that season, including a state or regional championship to be eligible to be nominated to judge the Junior Nationals. Coaches or parents of competing athletes are not eligible.

F. Procedures for Selecting Judges for the Junior National Championships

- 1. In addition to the six (6) Jr National Apparatus Leaders, nominations for Jr Head of Panel 2 should be submitted by September 1 of each year. Review, selection and assignment will be made by October 1 of each year.
- 2. Nominations for the remaining 12 judges should be submitted by December 1 of each year. Review, selection and assignment will be made by January 1 of each year. The Junior Regions and their corresponding NGJA Region/Technical Director are:

<b>Junior Region</b>	<b>NGJA Region</b>
Region 1	West
Region 2	West
Region 3	Mid-west
Region 4	Mid-east
Region 5	Mid-east
Region 6	East
Region 7	East
Region 8	East
Region 9	Mid-west

- 3. Regional Chairpersons should submit two (2) candidates and one (1) alternate for nomination after consultation with the NGJA Regional Technical Director, Junior National Coaching Staff members and coaches within the region. Nominations should include a required vita as distributed by the JDVP and be sent to the JDVP and the Junior Development Program Coordinator.
- 4. The Independent Selection Committee shall make the final assignments of twenty-four judges (12 from the regions, six (6) Head of Panel 2 judges and the six (6) Junior National Apparatus Leaders) and notify the NGJA Junior Development Vice-President.
- 5. USA Gymnastics will send an invitation acceptance form to the 24 selected judges upon selection. Selected judges will have ten days to return the acceptance forms and confirm their participation in the competition. If a judge cancels his/her assignment after formally accepting it, he will not be eligible to judge the Junior National Championships for the next two (2) years. The Independent Selection Committee will address any emergency situations submitted to it in writing.
- 6. The NGJA Junior Development Vice-President shall distribute the final list to the four NGJA Junior Development Technical Directors, the Regional Chairpersons and the Meet Director of the Junior National Championships.
- 7. The Junior National Championships Meet Director shall acknowledge receipt of the list of final nominees to the NGJA Junior Development Technical Vice-President and the Vice President of the Men's Program.
- 8. The Junior National Championships Meet Director shall coordinate all necessary judges' arrangements (travel, lodging, meet format, meet information) with the NGJA Junior Development Vice-President and National Travel System (NTS), the official travel agency of USA Gymnastics.
- 9. The NGJA Junior Development Vice-President shall notify all officials of their travel, housing, transportation and judging assignments.

**XVI. Coaches Education**

Each Regional Chairperson will conduct an annual regional clinic. The Regional Chairpersons will coordinate scheduling and content of the clinic with the State Chairpersons and the members of the Junior National Coaching Staff.

Each Region will determine the final format, content and material included in its clinic based on the needs within that region. The Regional Chairperson shall provide the Vice President of the Men's Program the

proposed date, site and agenda for the clinic at least twelve weeks in advance of the clinic. The Host Director of the Regional clinic is encouraged to distribute a written report of the clinic to all coaches in the region.

## **XVII. Eligibility Rules**

USA Gymnastics follows eligibility guidelines set by the International Gymnastics Federation (FIG) and the United States Olympic Paralympic Committee (USOPC). Questions regarding athlete eligibility should be directed to USA Gymnastics. Participating in a USA Gymnastics sanctioned event could affect athlete eligibility with regard to high school or collegiate participation. High school or college athletes should check with their state High School Athletic Association or the NCAA before participating in a USA Gymnastics event.

### **A. High School Athletes:**

1. Before inviting high school athletes to participate in local, state or regional gymnastics open competition, the Meet Director is requested to make a preliminary inquiry to the appropriate State High School Activities Association(s) to determine eligibility standards and rules that are applicable.
2. In the United States, many states' High School Associations have varying rules. It is, therefore, of the utmost importance that official approval is obtained from the appropriate Association prior to allowing high school students to participate.
3. Should questions arise, inquiries may be directed to the National Federation of State High School Athletic Association or the USA Gymnastics office.

### **B. College Athletes**

1. Before inviting college athletes to open competition, the sponsoring institution, club or organization must request approval from the Extra Events Committee of the NCAA and/or other appropriate college athletic associations.
2. Questions concerning eligibility should be forwarded to the USA Gymnastics office, the applicable NCAA institution or the NCAA.

### **C. Foreign Athletes**

Refer to **Chapter 3.V.B** for information on foreign athlete eligibility.

## **XIII. HIV Statement**

Human immune deficiency virus (HIV) is the virus that causes acquired immune deficiency syndrome (AIDS). This virus causes a gradual weakening of the immune system, eventually resulting in infections, cancer, and death. Gymnastics is in the lowest risk category of Olympic Sports and, to date, no documented cases of HIV transmission between athletes have been reported. However, prudence dictates that the following precautions be taken:

- A. Athletes, who have open lesions, wounds, dermatitis, and so forth, should cover the area with a dressing that will prevent contamination from other sources.
- B. Competitions should be interrupted when an athlete has a wound in which exposed blood is present to allow the bleeding to be stopped and the athlete to be cleaned.
- C. Surfaces contaminated with blood or body fluid should be cleaned after each use, or more often if needed, with a solution known to inactivate the virus (sodium hypochlorite, better known as household bleach, at 1:10 dilution)

For more information, please refer to the USA Gymnastics Safety Handbook.

## **XIX. Special Recognition Awards**

### **A. Frank J. Cumiskey Service Award**

1. The Frank J. Cumiskey Service Award is given as an honor to an individual or individuals for their thoughtful and unselfish contributions to the service of the USA Gymnastics Junior Boy's

Programs. Mr. Frank Cumiskey founded the USA Gymnastics Junior Development Program. He endowed the Junior Development Program with its present design, format and character. It is indeed an honor to receive the prestigious award in Frank Cumiskey's name for duty and service to the boys' age group gymnastics program in America. Potential recipients for the awards include but are not limited to coaches, judges, administrators and club directors who have contributed to the improvement and continuance of the USA Gymnastics Boy's Program at a Local, Regional or National level.

2. Guidelines

- a. The award will be nominated through the MDPC. It is voted upon at the fall meeting and submitted to the Vice President of the Men's Program for final approval. The National Office will be responsible for the purchase and inscription of the award. The Vice President of the Men's Program, or his designee, will present the annual award at the end of the Junior National Championships. The award will only be given if worthy recipients are available that year.
- b. The Frank J. Cumiskey Service award shall be given to the person with the highest number of votes.
- c. A maximum number of one (1) award may be given in any one year.

B. National Service Awards

**To be eligible for the National Service Award, an individual must be a member of the MDPC (or a subcommittee of the MDPC), on the Jr. National Coaching Staff, Competition Manual Committee, or a State Chairperson. Years of service do not have to be in consecutive years.** Each Regional Chairperson is responsible to make these nominations for persons in the respective region to the National Office by **March 1<sup>st</sup>** of each year.

C. Academic All-American Recognition Awards

1. Recognizing and rewarding academic achievement in junior gymnasts is paramount to the success of the USA Gymnastics Junior Development Program.

The Junior Program is designed to provide a training ground for the development of young athletes. While physical development is obviously important, the program must also stress development of values, morals and social skills, which will remain with these future citizens all their lives.

Encouraging a high level of academic achievement in our young athletes is as important as encouraging their athletic achievement. Motivation for this achievement, while intrinsically driven, can be enhanced by recognition by the USA Gymnastics Men's Program.

The USA Gymnastics Men's Program has therefore established the following Academic All-American Recognition Award program to be presented annually at the Junior **Regional** Championships.

2. Program

- a. Athletes must have a 3.5 or higher CUMULATIVE GPA to be eligible.
- b. Athletes do not have to qualify to **Regionals or** Junior Nationals to be eligible.

3. Application Procedure and Deadline

- a. Applicants must complete the online submission on the USA Gymnastics website that can be found on the Men's page under Academic All-American.
- b. After applicants have submitted the online form, a .PDF Cumulative GPA Confirmation Form will be generated and emailed to the applicant.
- c. This form should be taken to the high school counselor or registrar to have the CUMULATIVE GPA certified.
- d. Cumulative GPA in all cases must be converted to a 4.0 scale.
- c. A homeschooled athlete's GPA must be confirmed by the accredited independent organization or school system that is responsible for oversight and certification of the

athlete's homeschool studies. In the absence of such confirmation, no Academic All-American Award may be granted.

- d. The GPA Confirmation Form must be submitted to the USA Gymnastics Men's Program Manager by February 15, with a \$20 per gymnast processing fee. Incomplete confirmation forms and/or forms with no school seal will not be processed.
  - e. The link to the Academic All-American Recognition Awards is available on the Regional websites and on the USA Gymnastics website on the men's page ([www.usa-gymnastics.org](http://www.usa-gymnastics.org)).
4. Awards and Publicity
- a. A parchment-like certificate, appropriately titled and inscribed will be presented to the athlete at USA Gymnastics Regional Championships.
  - b. Certificates will be mailed to all athletes not attending Regional Championships following the event.
  - c. A list of recipients is provided to college coaches to use as a recruiting tool. GPA's and personal information are not released through this avenue.
  - d. USA Gymnastics will forward a list of recipients to appropriate periodicals and other opportunities for exposure.
- D. Mas Watanabe Recognition Award
1. The Mas Watanabe Award is given to recognize achievement through gymnastics competition at the national level. Mas Watanabe remains a leader in gymnastics in the United States. His direction gives purpose to many of his contemporaries in the sport. Mas Watanabe is closely devoted to the athlete. An athlete receiving this award is doubly honored as he has shown outstanding achievement.
  2. The Mas Watanabe Award is presented at Junior National Championships to the athlete with the highest All-Around placement in the Junior Elite Level 10, 17-18 year-old division (combined).
- E. Roberto Pumpido Coaching Excellence Award
1. Roberto Pumpido was a friend to many and was a well-known coach of coaches. Roberto Pumpido was dedicated to coaching excellence and the true artistic value of gymnastics. He gave the coaching community and the athletes he worked with a unique perspective that not only developed one technically and physically but focused on the proper respect and mental aspects of becoming a champion. This award seeks to recognize coaching excellence and to continue Roberto's legacy of communicating the alluring intricacies of gymnastics.
  2. The Roberto Pumpido Coaching Excellence Award will be presented at Junior National Championships to the coach of the athlete with the highest All-Around placement in the Junior Elite Level 10, 17-18 year-old division (combined).

## XX. National Gymnastics Foundation Scholarship Program

The National Gymnastics Foundation provides opportunities for individual, corporate, foundation and government gifts and grants to support, nurture and steward the special programs and initiatives of USA Gymnastics that build scholarship; develop grassroots model programming; strengthen international relationships through world education and competition; and address the mental and physical challenges presented by the sport. In partnership with USA Gymnastics Men's and Women's Programs, opportunities in the sport of gymnastics are advanced by offering financial support to a full range of athletes competing at an elite level.

The National Foundation Scholarship Program for men is administered by the National Gymnastics Foundation and USA Gymnastics. Any American male citizen, who is an elite-level gymnast, pursuing his college or post-secondary education is eligible. **Note: Acceptance of this scholarship could affect your NCAA eligibility depending upon your individual situation.**

Additional Information concerning the National Gymnastics Scholastic Program for Men can be found on the Men's Program page at [www.usa-gymnastics.org](http://www.usa-gymnastics.org).

# CHAPTER 4

## NATIONAL TEAM PROGRAM

**New additions are highlighted**

The information in this chapter includes:

**Part I: Senior National Team Program**

**Part II: Junior Elite and Junior National Team Program**

**Part III: Participation by Foreign Athletes**

### **PART I: SENIOR NATIONAL TEAM PROGRAM**

#### **I. Senior National Team**

##### **A. Selection**

1. Senior National Team members are selected each year at the U.S. Gymnastics Championships and Winter Cup Challenge.
2. The MPC will determine the criteria and selection procedures for open National Team positions. These procedures will be published on the USA Gymnastics web site.
3. The MPC determines the total number of National Team members. The Committee may change the total number each year.
4. The MPC has the right to place an athlete on the National Team in an unranked and a limited funded position.

##### **B. Rankings**

1. The MPC may or may not rank the members of the Senior National Team. Any national team ranking will be based on the competitive results from the Winter Cup Challenge, U.S. Gymnastics Championships or the trials for Olympic Games, World Championships or Pan American Games
2. The MPC may leave unranked gymnast(s) on the National Team who are added by petition or do not compete in the trials.

##### **C. Training Camps**

Members of the Senior Team and their personal coaches are expected to attend all training camps provided by the USA Gymnastics Men's Program. Unauthorized absence from training camps may result in suspension from the National Team or loss of funding.

##### **D. International Events**

The MPC will assign Senior National Team members to various international and invitational meets at its discretion. All assignments must be approved by USA Gymnastics.

##### **E. Coaches for Events**

The MPC will assign coaches to various international and invitational meets at its discretion. All assignments must be approved by USA Gymnastics.

#### **II. U.S. Gymnastics Championships, Winter Cup Challenge, National Qualifier – Senior Division**

Qualification procedures, competition rules and format will be posted on the USA Gymnastics web site at [www.usagym.org](http://www.usagym.org) / Events / Men's Artistic Gymnastics.

#### **III. Trials for Olympic Games, Pan American Games and World Championships**

The Men's Program Committee shall determine, and the USA Gymnastics President and the USA Gymnastics Executive Committee will approve, the qualification procedures for the Olympic Games, Pan American Games, World Championships Team Trials as well as team selection procedures.

USA Gymnastics shall publish the qualification procedures on the USA Gymnastics web site ([www.usagym.org](http://www.usagym.org) / MEN / Elite / Selection Procedures) six months prior to the event.

The qualification procedures are subject to change when associated with scheduling, competition format and structure of organizing committees.

#### IV. Petitioning Procedures

##### A. Petitions

1. The petition form can be found online in the Appendices and by clicking on the Forms link.
2. The petition form should be used for all petitions.
3. The petition form shall be completed with official statements and signatures of the gymnast, the gymnast's coach, and the examining physician.
4. The original copy is mailed (or emailed) to the Vice President of Men's Program, one copy retained by the coach, and another retained by the gymnast.
5. All petitions will be reviewed by the MPC. The voting members of the MPC will approve or reject each petition.
6. The MPC will not accept a petition if it is not fully completed and officially documented as instructed.
7. The deadline for receiving petitions must be submitted in writing to the USA Gymnastics' national office at the time the athlete becomes aware of his inability to participate in the applicable competition. The petition must state the specific injury, illness or unusual circumstance, which prohibited the athlete from participating in the competitive process. In the case of a petition based upon an injury or illness, the petition must be accompanied by a physician's statement, and the nature and extent of that injury or illness is subject to verification by a neutral doctor selected by USA Gymnastics.
8. Qualification events and trial events may have different petition requirements. Please refer to event selection procedures published on the USA Gymnastics web site or in *Technique* magazine for exact requirements.
9. The Vice President of Men's Program will notify the gymnast's coach of the MPC's decision.
10. The MPC may consider petitions to the following:
  - a. Final trials for the Pan American Games, Olympic Games and World Championships.
  - b. U.S. Gymnastics Championships, Winter Cup Challenge or National Qualifier.
  - c. National Team

#### V. **Men's Program Self-Funding**

The following stipulations governing attending an international competition, FIG sanctioned or otherwise, in a self-funded capacity was approved by the MPC 6/10/20:

	<b>Represent USA</b>	<b>Represent Club/University</b>
Athlete Eligibility	<p>Current Junior or Senior National Team member, and</p> <p>They have displayed readiness through competition results at U.S, Championships, Winter Cup, or a FIG sanctioned international competition within the past year, or through verification from the High-Performance Director/Jr Development Program Coordinator</p> <p>They have agreed to abide by the USA Gymnastics National Team Program Manual and has signed the National Team Program Manual Acknowledgement Form</p> <p>They are in possession of a valid passport. A valid passport cannot expire within less than six (6) months of the date of arrival to event.</p>	<p>Any athlete, level 8 and higher</p> <p>NT athletes must obtain approval from HP Director or Junior Program Coordinator to participate at an international event and represent their club/university.</p> <p>They are able to provide proof of insurance coverage prior to departure or agree to pay for insurance offered by the local organizers or host Federation</p> <p>They are in possession of a valid passport. A valid passport cannot expire within less than six (6) months of the date of arrival to event.</p>
Event Eligibility	FIG sanctioned events requiring approval to compete by the federation (USAG) and,	Non-FIG sanctioned international competitions or FIG sanctioned



	<p>Event is not designated as part of the High-Performance plan and,</p> <p>No other NT athletes have been assigned to the event on a funded basis</p>	<p>competitions that allow club representation (not country).</p>
Process	<p>At the beginning of the year, the Vice President of the Men's Program will circulate the High-Performance event calendar to the community. The calendar will include dates, locations, number of delegation members based off of directives and budget, and registration deadlines. The calendar may be updated throughout the year. Coaches should check the <a href="#">FIG calendar</a> on its website for additional competition opportunities that fall outside the High Performance Plan.</p> <p>Athletes who meet the eligibility criteria for self-funding may send requests to the Vice President of the Men's Program and High-Performance Director. Requests from Junior athletes must also include the Junior Development Program Coordinator. The Men's Program Manager should be copied on all requests.</p> <p><b>Requests must be submitted a minimum of two weeks prior to the first registration deadline and may be rejected if they are submitted after those deadlines.</b></p> <p>The MPC, with recommendations from the HP Director and Junior Development Program Coordinator (for Juniors), will review and decide on self-funding requests based on the following criteria:</p> <ul style="list-style-type: none"> <li>• Objectives of the requested competition</li> <li>• Most recent results from national competition (Junior National Championships, US Championships, or Winter Cup)</li> <li>• Data and analysis of results from the Kinduct platform</li> </ul> <p>If approved, USAG will coordinate and pay for any associated costs for the event up front. Participants will be invoiced once all associated expenses are confirmed. A credit card will have to be provided to secure the expenses but will not be charged unless directed. Participants will book their own travel and must provide details to USAG before the accommodation and transportation forms are due to the event organizers.</p>	
Uniforms	<p>Current NT apparel</p> <p>Athletes representing USA may only wear apparel that is unbranded or branded by a current sponsor</p>	<p>Club/University apparel or neutral apparel</p>
Financials	<p>The athlete and/or their club assume responsibility for all expenses related to the event which include, but are not limited to the following:</p> <ul style="list-style-type: none"> <li>• Administration Fee (\$50)</li> <li>• Registration/Entry fees</li> <li>• Travel (air, mileage, Uber, baggage fees, etc.)</li> <li>• Visa (if required)</li> <li>• Associated costs for FIG License application or renewal</li> <li>• Accommodations</li> <li>• Meals</li> <li>• Uniforms/Apparel for athlete and/or coach (including shipping costs)</li> <li>• Administrative costs</li> <li>• Judge's expenses including travel, accommodation, meals, etc., if applicable</li> </ul> <p>Should any participant withdraw from an event after payments have been made, he will be responsible for all costs and any cancellation fees or fines associated.</p> <p>If USAG is asked to make travel arrangements, a credit card will be required by USAG prior to making any arrangements.</p>	

## **PART II: JUNIOR NATIONAL TEAM PROGRAM**

### **I. Purpose**

The USA Gymnastics Junior Elite National Team Program has two goals. One is the recognition of competitive excellence through national team participation and the other is raising the standard of excellence in international competition through the educational process.

### **II. Program Objectives**

The Junior National Team Program ultimately exists for the specific purpose of identifying and preparing athletes to compete for the United States in international competition. While the program can and should impact the development of all competitive gymnasts in the United States, the focus of the National Team Program is development of the elite gymnast. The National Team Program seeks to create a year-round competitive and educational support system for coaches and athletes through the following objectives:

- A. Identifying the competitive path for our junior elite athletes and elevating the importance of successful competition.
- B. Creating an educational and evaluation system that emphasizes international competitiveness.
- C. Involve the personal coaches in overall program planning and organization as well as individualized athlete planning.
- D. The education of the basic principles of coaching and the overall development of the elite athlete.

### **III. Training Camp Program Goals**

- A. Train basics, skills, sequences, half routines and routines
- B. Evaluate skill and routine development
- C. Assist direction of training programs throughout the year
- D. Provide educational clinics for the gymnasts and coaches
- E. Evaluate athlete progress through intra-squad meets
- F. Bring foreign coaches to the training camps to exchange information and knowledge with American gymnasts and coaches

### **IV. Junior Elite and Junior National Team Composition**

The Junior National and Junior Elite National Teams are comprised of approximately 29 athletes, ages 11 to 18, selected at either the Junior National Championships or the U.S. Gymnastics Championships. All Team Members must meet the qualifications set by the Vice President of the Men's Program, his designee and the Junior National Coaching Staff.

USA Gymnastics will pay travel and training camp expenses to and from the designated training camps for all Junior Elite National Team Members. Team members must pay their own travel and room and board for the Junior National Championships, National Qualifier and/or the U.S. Gymnastics Championships.

### **V. Junior Elite and Junior National Team Responsibilities**

- A. A National Team Member must attend all USA Gymnastics scheduled training camps. Members may be excused for emergency situations, but the nature of the emergency must be communicated to USA Gymnastics.
- B. A Junior National Team Member MUST attend any event, competition, etc., assigned by USA Gymnastics.
- C. Based on observations at training camps, a Junior National Team Member MUST maintain a good attitude toward training and must not present any undue problems, psychological or otherwise.

### **VI. Junior Elite and Junior National Team Selection**

The selection procedures listed below are subject to change by either the Men's Program Committee or Junior Development Program Committee based on the competition schedule or other National Team program factors. Coaches are encouraged to review posted MPC & MDPC minutes and specific event information for up-to-date selection procedures.

- A. Junior Elite Age 17 – 19 and Junior Elite Age 15 - 16
1. National Team Selection procedures may change from year to year and any change will be posted on the Men's Program page of the USA Gymnastics website, <https://usagym.org>.
  2. Approximately eleven (11) athletes from 15-18 will be selected based on placing in the Junior Elite Division at the U.S. Gymnastics Championships.
  3. Approximately three (3) athletes may be placed on the Junior Elite National Team from among the participants at the U.S. Gymnastics Championships or from approved petitions. This selection is determined by a committee comprised of the High-Performance Director, Junior Development Program Coordinator and three members of the Junior National Coaching Staff.
  4. Qualification to the U.S. Gymnastics Championships will be determined by the Men's Program Committee each year and posted no less than 90 days prior to the U.S. Gymnastics Championships.
  5. The Junior Development Program competitive season is defined as September 1 – May 31. Athlete's age is determined according to the current Junior Development Competition Program rules and approved updates that use May 31 of the current competitive season as the age determining date. This will mean that athletes will compete in the same age division at U.S. Gymnastics Championships in which they qualified.
  6. The Junior Elite Division at the U.S. Gymnastics Championships will use FIG scoring, with any MPC published modifications.
- B. Junior National Age 11 - 12 and Junior National 13 - 14
1. National Team Selection procedures may change from year to year and any change will be posted on the Men's Program page of the USA Gymnastics website, <https://usagym.org>.
  2. Approximately eleven (11) athletes from 11-14 will be selected based on placing in the Junior Elite Division at the Junior National Championships.
  3. Approximately three (3) athletes may be placed on the Junior Elite National Team from among the participants at the Junior National Championships or from approved petitions. This selection is determined by a committee comprised of the High-Performance Director (or his designee), Junior Development Program Coordinator and three members of the Junior National Coaching Staff.
  4. Qualification to the Junior National Championships will be through the normal USA Gymnastics Junior Men's Competition Rules, including any published updates.
- C. Additional Athletes
- The Junior National Coaching Staff has the ability to place up to three additional athletes onto the Junior National or Junior Elite National teams based on unusual or extenuating circumstances. Athletes who participate in and complete a national team selection event are not eligible for consideration.

## **VII. Future Stars Team Selection**

- A. Selection - The Junior National Development Team will be selected from the 10, 11 and 12 year-old age divisions at the Future Stars National Championships/Evaluation. The gymnasts perform compulsory routines composed of about ten basic skills and are also evaluated on trampoline and on their performance of prescribed flexibility, strength and body positions. A Junior National Coaching Staff member and an NGJA judge will evaluate the routines and the additional requirements and jointly produce scores based on technique and execution.
- B. The following athletes will make up the Future Stars Team from the Future Stars National Championships competition in rank order all-around scores:
- 10 year olds – top 18
  - 11 year olds – top 18
  - 12 year olds – top 14

These athletes will receive a Future Stars Team warm-up that identifies them as team members.

C. The following athletes, selected in rank order, and their coaches will be invited to attend a Future Stars training camp the following summer:

- 10 year olds – top 9
- 11 year olds – top 9
- 12 year olds – top 7

USA Gymnastics will provide the athletes and coaches with room and board during the camp. Athletes and coaches attending the Future Stars Camp will be responsible for their transportation to the camp.

## VIII. Junior National Team Training Camps

The goal of the Junior National Team Training Camps is to give coaches and athletes practical help with their specific needs as well as provide guidance concerning appropriate planning so that the athlete may develop into an internationally competitive team member. The team structure attempts to provide coaches with realistic long-term goal setting for international competitiveness and the means to monitor that progress. The Junior National Camps will feature the following:

- A. Coaches will work primarily with their own athletes. Junior National Coaching Staff and guest staff will work with groups of coaches.
- B. The athletes are divided into groups and a Team Leader (one of the personal coaches) is assigned to each group by the Junior Development Program Coordinator.
- C. All staff and coaches will discuss the camp's progress each day. This will include athlete evaluations. They will also carefully cover the next day's plans and activities.
- D. Coaches will meet individually with the Junior Development Program Coordinator to discuss long-term development, goals and workout plans. These meetings will also be used to set individual goals for the next camp.
- E. Evaluation on all or some of the following will be conducted: team presentation and warm-up, basic tumbling, individual presentation, individual skill development, strength, flexibility, optional routine development.
- F. The setting of specific goals for the next camp.
- G. Educational support materials for both the athlete and coach.

Contact USA Gymnastics Merchandising for the Junior Men's Competition Manual, videos and other materials.

## IX. **Men's Program Self-Funding**

The MPC approved stipulations governing attending an international competition, FIG sanctioned or otherwise, in a self-funded capacity (6/10/20). Details of which can be found in [Part I.V.](#) above.

## X. Junior National Coaching Staff

### **Mission Statement of the Junior National Coaching Staff**

The mission if the Junior National Coaching Staff is to help properly prepare our junior gymnasts to perform at the highest level in international competition.

In support of this mission statement the Junior National Coaching Staff will:

- A. Take a leadership role in coaches and athlete education.
- B. Design and facilitate the implementation of programs and curriculum that support proper development of all athletes
- C. Pursue international educational and competitive opportunities for junior athletes and coaches
- D. Assist in the identification and recommendation of athletes and coaches for international competitions
- E. Assist in the direction and content of all junior national team training camps

In support of the mission statement and the goals identified within that statement, the Junior National Coaching Staff pledges to:

- Conduct itself in a professional manner
- Work for the advancement of all athletes and coaches within the men's gymnastics community
- Research and pursue the most contemporary technical information

## **XI. Junior National Coaching Staff Responsibilities**

The Junior National Coaching Staff is responsible for providing the leadership in technical development and execution to the Junior Program of the USA Gymnastics Men's Program. Selection to the Junior National Coaching Staff is a singular honor and is a responsibility that requires attendance at training camps, Junior National Coaching Staff meetings and conference calls and are encouraged to attend USA Gymnastics National Congress and/or the Junior National Championships. The Junior National Coaching Staff members are available as a resource for the states and regions. They have demonstrated by their talents and successes that they are leaders in the sport. Junior National Coaching Staff members are required to agree to the following responsibilities:

### **A. General**

1. Work with the Vice President of the Men's Program, Men's Program Manager, Junior Development Program Coordinator, and other staff members in a professional manner
2. Perform the position's required administrative and coaching duties

### **B. Specific**

1. Event Attendance
  - a. Attendance at Future Stars National Championships and National Coaches Workshop is required and be prepared to:
    - i. Attend Junior National Coaching Staff meetings
    - ii. Evaluate the Future Stars National Championships
    - iii. Participate as a presenter, lecturer and/or a coach at the National Coaches Workshop
  - b. If invited, attend a Junior National Team Training Camp. Assigned duties may include:
    - i. Clinician, coaching, group leader, supervisor and resource person for other coaches
    - ii. Attend all camp staff and coach's meetings
  - c. If attending USA Gymnastics National Congress, be prepared to participate as a presenter or lecturer as requested.
  - d. Attend scheduled Junior National Coaching Staff conference calls and meetings held at USA Gymnastics National Congress and Future Stars National Championships.
2. Duties at the Regional and State level
  - a. Junior National Coaching Staff members are charged with the responsibility of providing direction, education, and coordination of the technical aspects of regional camps and coaches workshops consistent with national program goals. Toward that end, Junior National Coaching Staff members must work with the Regional Chairperson of the staff member's home region to develop and carry out a Regional Clinic within the needs and realities of that region.
  - b. Junior National Coaching Staff members are charged with the responsibility of planning, approving and, whenever possible, directing the technical aspects of state camps and coach's workshops. Toward that end, Junior National Coaching Staff members must work with the State Chairpersons of the staff member's home region to develop and carry out a State Clinic within the needs and realities of that state.
  - c. Attend and oversee the Regional Future Star's evaluation in the staff member's home region. Junior National Coaching Staff members must serve as technical director of the evaluation, be responsible for training and education of officials, and approving all qualifiers for advancement to the National Future Stars Championships.
3. Serve as a resource person for the community.
  - a. Be willing to work with and serve as a technical resource to coaches within their region and to national team member's coaches
  - b. Be willing to draft and submit technical articles for publication in a timely manner when requested
4. Miscellaneous: Junior National Coaching Staff members should attempt to make themselves available to:

- a. Attend other training camps as requested by the Junior Development Program Coordinator or High Performance Director
- b. Conduct other regional clinics or camps
- c. Attend domestic or international events as assigned
- d. Attend FIG Solidarity Courses as assigned whenever possible

**XII. Junior National Coaching Staff Selection**

- A. Application: Every four years, the application is published on the USA Gymnastics website and communication is emailed to the gymnastics community via State and Regional Chairpersons. Interested applicants may send a request for appointment and a complete resume to the Vice President of the Men's Program or his designee. The Vice President of the Men's Program will establish a committee to review the applications to determine appointments to the staff based on:
  1. Professional membership in the Men's Program
  2. Active involvement in the junior program on the local, regional and national level
  3. Demonstrated interest in the national program through attending clinics, training camps and USA Gymnastics National Congress
  4. Perceived ability to integrate into the Junior National Coaching Staff
  5. Technical knowledge of gymnastics
  6. Competitive and coaching experience
  7. Education
  8. Needs within a region
- B. Term: The term for a Junior National Coaching Staff position is four years (2020, 2024, 2028, etc.). The initial year of the four-year term shall be probationary, and the Vice President of the Men's Program may elect to terminate a Junior National Coaching Staff appointment at the end of the first year. There is no limit to the number of consecutive terms.
- C. Removal from the Junior National Coaching Staff: Failure of a Junior National Coaching Staff member to follow the USAG Code of Ethics or to meet the obligations set forth in this document and the mission statement may result in suspension or termination of a Junior National Coaching Staff appointment by the Vice President of the Men's Program.

**XIII. Current Junior National Coaching Staff**

**Junior Development Program Coordinator, Dusty Ritter**

Lou Datilio, Region 1  
 Vince Miller, Region 1  
 Seth Smart, Region 2  
 Tom Meadows, Region 3  
 Sam McArthur, Region 3  
 Tom Buese, Region 4  
 Chuck Chmelka, Region 4  
 Mike Serra, Region 5  
 Juha Tanskanen, Region 5  
 Lorenzo Macaluso, Region 6  
 Debbie Naka, Region 6  
 Kevin Preston, Region 7  
 Matthew Henry, Region 8  
 Nikolai Korepanov, Region 8

**Emeritus Members:**

Raj Bhavsar, Region 1  
 Yoichi Tomita, Region 1  
 Bob Young, Region 2  
 Kevin Mazeika, Region 3  
 Marc Yancey, Region 3  
 Yuejin Sun, Region 3  
 Kevin Hallinan, Region 7  
 Brandy Wood, Region 9

### **PART III: PARTICIPATION BY FOREIGN ATHLETES**

Only athletes who are eligible to become members of the Junior or Senior National Team may participate in the following events:

- National Qualifier
- Winter Cup Challenge
- U.S. Gymnastics Championships
- World, Pan American Games or Olympic Team Trials

Foreign athletes within the Junior Development Program may participate according to the requirements presented in Chapter 3 of these Rules and Policies but may not become members of the Men's Future Stars Team, Junior National Team or Junior Elite National Team. Foreign athletes may not qualify to attend the Junior Development Camp (formerly the Ricky Deci Memorial Camp).

# CHAPTER 5

## MEET ORGANIZATION

**New additions are highlighted**

### I. Scoring

#### A. International Definitions

##### 1. All-Around Score (AA)

Optional All-Around is the total score for the six optional routines. Combined All-Around score is derived from adding the total score from two sessions together: All-Around Prelims + All-Around Finals = Combined score.

##### 2. Combined Event Score

The total of the two scores received in an event from two different sessions.

##### 3. Finals

###### a. Individual Finals

The highest scoring competitors (maximum of 10) of each event are called the individual finalists. They qualify to compete for the "Champion Title" of an event in a FINALS MEET, which is conducted in all six events with optional performances. The gymnast may perform the same or a different optional routine as in the preliminaries. The same gymnast may be qualified to one or more events to compete in the finals, The combined event score average from the preliminaries is added to the score earned in the finals, except in a "New Life" format where only the finals score is used to determine rank.

###### b. All-Around Finals

Based on the top pre-determined number of All-Around Meet Scores for the "All-Around Champion Title," an additional optional competition is conducted following the preliminaries. The gymnast must perform in six events and may perform the same or different optional routines as in the preliminary competition. Scoring: The final score is the average of the "All-Around Meet Score" and the "Finals All-Around Meet Score," except in a "New Life" format where only the finals score is used to determine rank.

##### 4. Team Score

The method of team scoring must be described clearly in the "Meet Announcement" as well as in the "Meet Information." It is suggested in the USA Gymnastics Junior Men's Competition Manual a minimum of the top three (3) scores in each event count toward the team score in state level meets and below. Take the best three scores in each event. When competition is for team only, the team score is based on counting one less than the designated number of individuals entered per team. Example: Each team may enter six (6) competitors. The team score is based on the top five (5) scores in each of the six (6) events.

##### 5. Order of Events

###### a. The FIG order of events is recommended for the preliminary competition for all USA

Gymnastics meets. If six (6) events are conducted at the same time, the squad should rotate from one event to the next following FIG order:

- 1) Floor Exercise
- 2) Pommel Horse
- 3) Still Rings
- 4) Vault
- 5) Parallel Bars
- 6) Horizontal Bar

###### b. Final Order: If two (2) events are conducted simultaneously, the following order is recommended.

- 1) Floor Exercise and Pommel Horse
- 2) Still Rings and Vault
- 3) Parallel Bars and Horizontal Bar

#### B. Age-Group competitions use USA Gymnastics Junior Men's Competition Manual rules for compulsories and FIG Competition I (with USAG modifications) for optional routines.

### II. Meet Officials

#### A. What Meet Officials should expect:



Meet Officials should never be assigned to private homes where they would be obligated to socialize instead of rest or to travel hours each day to get to the meet from their housing - unless this is what they request.

1. Meet officials should be provided with hotel rooms in nearby quality hotels or motels, ideally two (2) persons assigned to one room.
2. If driving, meet officials should receive mileage reimbursements at the current IRS rate. The total mileage reimbursement shall not exceed the cost of a round trip airline ticket to the same locale.
3. Transportation shall be provided to and from the hotel if cars are not available for judges to use. The driver's name, pickup time and place should be included in the judging packets. If a judge is not picked up at the arranged time, he should be reimbursed by the Meet Director for transportation expenses.
4. Provisions should be made for the transportation of any official to and from the airport.
5. Meet officials should receive meals or per diem or a combination of.
6. Runners assigned to each judge should stay with that person for the length of a session to provide the most efficient work.

**B. Workload and Recovery Sessions**

In general, sessions should not be scheduled which would require a judge to officiate any longer than a maximum of three and one half (3 1/2) hours at any single session. Adequate time should be scheduled between the end of the evening session and the beginning of the next morning session for a rest period.

**III. Pre-meet Conditions of which to be Aware**

**A. Meet Directors**

To conduct a GREAT meet is an ART! Even the so-called "expert" directors have to cope with difficulties in the course of work since every meet has its own characteristics and unique problems. A well-run meet is to be expected. However, to expect a PERFECT meet is slightly utopian. The opportunity to conduct a large meet is a "once in a lifetime" experience for many directors. There are not enough opportunities for obtaining substantial experience in a short period of time. This experience comes through many years of organizing meets. Therefore, the Meet Director must plan well, striving for perfection in every detail. Every phase of the meet must be examined to prepare for unexpected challenges.

The most famously conducted meets were results of maximum investment of effort and heart, not happenings of miracles where the problems solved themselves.

The feeling of pride in obtaining the right and privilege to host an important meet should carry over to every detail of the work. Pre-meet preparations, meet conduct and follow-up work must be carefully scrutinized. The assignment should be carried out in its ENTIRETY in order to result in success and to give a true personal satisfaction.

**B. Competitors / Coaches**

With the exception of the local competitors, most of the gymnasts and coaches must travel a considerable distance to compete in Regional and higher meets. The strenuous training prior to these meets, the fatigue from travel, the competitive tension and the unfamiliarity with the new site brings a special emotional condition upon participants.

A well-organized pre-meet setup, with ample guidance for the arriving visitors and a well-designed practice program, is essential to put the athletes at ease. Meet Directors should provide the following:

1. Information prior to meet and/or at the site of the meet.
2. Good hostess service.
3. Well-equipped practice and competitive areas.
4. Practice area available at scheduled time.
5. Well scheduled practice times and adequate practice time.
6. Random draw.
7. Separate times for practice and coach's meetings.

#### **IV. Considerations for Audience Appeal**

The following factors are essential for the success of a meet:

- A. An organized disciplined meet, conducted on schedule, with no interruptions and with quick performance changes and fast judging.
- B. Sessions not too long in duration.
- C. Sessions should include all six (6) events, unless specifically advertised in pre-meet information and tickets.
- D. Adequate information on scores and performing persons:
  - 1. Information shown on scoreboards should be visible from every seat.
  - 2. Scores shall be rotated slowly and constantly.
  - 3. Scores shall be elevated and not covered by Officials on the floor,
  - 4. Scores shall be flashed right away and as close to the event as possible.
  - 5. Scores shall be large enough to read.

NOTE: At each event, two (2) sets of information shall be rotated at all times, with stops only to change numbers:

  - a. The performing gymnast's name and/or number.
  - b. The score for the previous gymnast and his competitive number.
- E. The program should be easily read, contain a place to record scores and have adequate information on the events and competitors.
- F. The program should include information available from the previous day's results. If there are no large result-posting sites available, duplicated copies of the results should be available. These should be free or available for a minimum charge covering the cost of paper. They should also be posted in public areas.
- G. No distracting actions on the competition floor:
  - 1. Gymnasts should warm up away from the competing gymnasts.
  - 2. Gymnasts should remain in designated areas.
  - 3. Gymnasts should not horseplay or eat on competition floor.
  - 4. Judges should not argue or conduct long conferences.
- H. There should be little or no moving of equipment.

A gymnast should be ready when his number is called.
- I. A trainer, stretcher, first aid kit, ice, etc. should be quickly accessible.
- J. Background music, if used, should not be too loud, or poor in quality.
- K. Tidy seats, gym floor and restrooms are required.
- L. Floor managers and security persons shall be available.
- M. Refreshment service should be quick and provide enough stations for purchase.
- N. Ticket sales should be available on time and at the door for next session.
- O. No more than six events shall be conducted at the same time.
- P. Announcer should have a pleasant voice. No information should be given on a loud speaker while a performance is in progress. Information should be given during breaks.
- Q. A pleasant voice and mannerism of the head judge should be used in calling out performer's number to go on.
- R. Welcome speeches should not be too long or too many.
- S. Plan a meet with a definite ending and with immediate official results announced. The first three All-Around and first three event winners should be announced at last.

#### **V. Meet Directors**

- A. Prior to submitting a bid:
  - 1. Determine the possibility of drawing an audience for the meet through investigation in order to detect any conflicting events scheduled in the community at the time of the meet's date.
  - 2. Inquire about a suitable site for the meet and its cost. Make tentative reservations.
  - 3. Draw up a budget - realistically estimating expenses - to find out the total cost of hosting the meet.
  - 4. Prepare the bid and submit it to the appropriate individual.
  - 5. Secure finances and/or sponsors. Clear all sponsorships with the USA Gymnastics National Office prior to signing contracts.
  - 6. Budget items for expense consideration-
    - a. Officials' fees and expenses
    - b. USA Gymnastics Fees

- c. Gymnasium rental
  - d. Equipment rental
  - e. Moving costs
  - f. Printing expenses: tickets, programs, fliers, posters, results
  - g. Promotion and paid advertisements: web site, TV, radio, newspaper
  - h. Decorations for meet site
  - i. Uniforms for runners
  - j. Special small souvenirs for competitors, officials and workers
  - k. Awards for competitors
  - l. Hospitality room and food - banquet if planned
  - m. Cost of special photographs, films and tapes used at the meet or prior to the meet
  - n. Transportation for participants at the meet site
  - o. Secretarial work, paper, mailing, phone
  - p. Electrician union workers fees
  - q. Doctor and/or trainer fees
  - r. Janitorial services
  - s. Insurance costs
7. Budget items for income:
- a. Ticket sales
  - b. Program sales
  - c. Souvenir sales
  - d. Refreshment sales
  - e. Entry fees
  - f. Sponsorships
- B. After receiving permission to host the meet:
1. Send a Request for Sanction to USA Gymnastics.
  2. Make preliminary announcement in newspapers and on radio and TV about the meet.
  3. Secure the meet site with a contract.
  4. Contact the proper NGJA personnel for securing judges.
    - a. For local, sectional, invitational and state meets, contact the State Judging Director.
    - b. For Regional meets, contact the Regional Judging Director.
    - c. For all National Jr. Elite meets and National Elite meets, contact the National Judging Director.
  5. Clear housing arrangements and special prices with hotels.
  6. Organize the committees - appoint chairpersons.
  7. Establish an outline of duties for each committee.
  8. Set deadlines for the various phases of progress.
  9. Secure every working person used from other professions.
  10. Establish the outline of the meet - number of sessions and times.
  11. Mail out meet information and/or post to web site.
  12. Mail out and post to web site requested entry forms and detailed information to coaches, competitors and meet officials; and send invitations to dignitaries.
  13. Gradually increase the frequency of news announcements and advertisements of the meet.
  14. Print tickets, fliers, and posters. Organize the ticket sales, mail order and local. Mail complimentary tickets.
- C. After all entries are in:
1. Select a suitable meet form for rotation.
  2. Conduct the draw and assign the competitors to squads and events – post information to web site if possible.
  3. Prepare the program.
  4. Check the arrival times of visitors and the hotel reservations through the Hospitality Committee.
  5. Secure "welcome gymnasts" signs on billboards from motel and other agencies.
  6. Prepare the floor patterns for equipment and give a deadline for the setup.
  7. Prepare competitors and judges packets for registration -- possible enclosures:
    - a. Entry list
    - b. Order of competition for each session
    - c. Competition procedure
    - d. Warm-up and practice procedure

- e. Competitor numbers
  - f. Passes to the competition
  - g. Judges assignment list
  - h. Meeting schedule
  - i. Official program
  - j. Map of city
  - k. Map of meet site
  - l. List of local restaurants, churches and places of interest
  - m. Information on sponsoring agency, city or school
  - n. Souvenirs
  - o. Publicity pictures (returned to competitors)
  - p. Newspaper articles - pictures of competitors or meet
  - q. Extra flier or poster for souvenir
- D. After the competitors arrive:
- 1. Be present at registration times.
  - 2. Conduct the coaches meeting and scratch session. The Meet Referee should be in attendance. If an open draw is required, it should take place at this meeting.
  - 3. Provide the judges a meeting area.
  - 4. The Meet Referee chairs the meeting.
  - 5. Be available at practice and warm-up sessions for any inquiry.
- E. At the meet:
- 1. Be agile, moving between working stations in order to be available at all times for help or advice (troubleshooting). Strive to achieve a rapidly moving meet.
  - 2. Be prompt with rotation and warm-up times. Stay on schedule.
  - 3. Have judges check scores and sign the meet report form.
- F. After the meet:
- 1. Check with news reporters to see that they have the correct information on the results.
  - 2. Act as the host for the hospitality room.
  - 3. See that the result sheets are distributed to competitors, coaches and officials. See that results are posted on the competition web site.
  - 4. Distribute checks to judges.
  - 5. Personally check out the work of every committee to see if everything is completed, especially the "follow-up" phase of the meet; equipment returned, letters mailed, official meet reports mailed, bills paid and profit deposited.
  - 6. Have a meeting with the committees to evaluate the work and collect suggestions for future improvement.
  - 7. Send a thank you note to all officials who worked in the meet.
  - 8. Send a letter of appreciation to all persons who contributed to the success of the meet.
  - 9. Prepare a meet report, include good pictures and send them to sport magazines.
  - 10. Mail completed sanction forms to proper USA Gymnastics officials:
    - a. Sanction Report Form - USA Gymnastics Office and the Regional and State Chairperson.
    - b. National Gymnastics Foundation Report and Scholarship head tax.
    - c. Official Score Sheet - State Chairperson, Regional Chairperson, Meet Chairperson of next level meet.
    - d. Meet Result Qualifying Form - State Chairperson, Regional Chairperson, Meet Chairperson of next level meet.
    - e. Financial Report - State Chairperson.
    - f. Competition Tax - State Chairperson.

## **VI. Meet Committees/Personnel**

- A. Publicity Committee
- 1. Work out finances for advertising the meet.
  - 2. Contact the USA Gymnastics National Office for instructional booklet.
  - 3. Prepare material for television, radio, newspapers and program by securing a selection of quality pictures and tape or film recordings of gymnasts. Arrange for the printing of fliers, posters and programs.
  - 4. Arrange for the creation of a competition web site where all meet and entry information can be found. Also, plan on posting background information as well as the results on the web site.

5. Contact newspapers, magazines, newsletters to publicize the meet in advance on a national or regional scale.
6. Design a plan for the local area for distributing posters and fliers (businesses, industries, schools, organizations, churches included).
7. Send invitations and complimentary tickets (2) to local dignitaries.
8. Send and personally deliver complete meet information to sport and news announcers in town and in cities in the region. Include action shots, posters and fliers.
9. Write up interesting background material on the competitors.
10. Stress local competitors to be written or talked about or to be interviewed or filmed in practice.
11. Secure for TV a good quality 3/4" video of a skilled gymnast performing. Horizontal Bar is recommended for length and general appeal.
12. Have a live announcement taped with the film presentation.
13. Arrange for professional photographers to work at the meet, taking pictures of winners in action and in award ceremonies.
14. Work on promotion of advance ticket sales with Finance Committee.
15. Involve important community persons with making welcoming address at the opening ceremonies or to hand out awards at the finals.
16. Work out a list of official working persons to who passes should be issued. Distribute passes in advance. Give complimentary tickets to newspaper and TV personnel who helped to promote the meet.
17. Give complimentary tickets to Meet Officials on their request. (Coach's wives or husbands, judge's relatives, equipment company representatives).
18. Select and TRAIN the Meet Announcer.
19. Furnish information on each event, scoring and competitor. Prepare a list of important guests and large groups attending the meet to be welcomed during warm-up time.
20. Send resumes of meet with final results to papers, TV, radio and magazines with action shots taken at the meet if possible.
21. Send letter of appreciation to persons who helped promote the meet.

B. Finance Committee

1. Establish a budget and allocate the requested money to each Committee.
2. Pay for the sanction of the meet -- post official sanction on the wall of the gym.
3. Organize the ticket sales.
4. Establish the prices, the types of tickets to be sold. (Adult-student tickets, session and a "season ticket", numbered or not, colors and quality of paper, size, etc.).
5. Have tickets ordered well in advance from the printer.
6. If adult and student tickets are printed, arrange for an "overprint" in case of an overabundance of sale of one kind.
7. Decide how tickets are going to be handled at the gate -- collected or section torn off.
8. Appoint a person responsible for the mail-order ticket sale.
9. Appoint a person who can receive phone calls during the day, whose number is to be printed on the fliers, for meet information.
10. Appoint ticket sellers for the days of the meet. Work out shifts to work a method of turning over tickets and money to the next crew.
11. Arrange for police protection for the ticket booth and for the delivery of the money into the safe.
12. Secure change, in various denominations, for ticket booths. Secure organized boxes for grouping tickets and money for quick and accurate operation.
13. Process all checks to be paid out for officials and give them to the Chairperson of the Hospitality Committee. Collect entry fees from the Clerical Committee.
14. Appoint Program Sales Chairperson, who will select a crew. Provide coin change.
15. Select a chairperson for ticket takers, who will select a crew and will work out the shifts.
16. Distribute complimentary tickets to Chairperson requesting them -- keep a list. Secure passes for reporters, TV personnel, judges, etc. Distribute passes to Chairpersons.
17. Appoint a Program Manager who will be responsible for putting the material together and for the printing.

18. If concession sales are catered, work out a business arrangement in advance for a set price guaranteed or percentage of the sale. Require insurance to be purchased by the owner of the food business if he does not have any.
19. Collect all the income; ticket, program, food, entry fees, etc.
20. Collect and record all bills and debts.
21. Pay expenses by check.
22. Close out the account, make out a financial report, and make several copies. Hand them to the Meet Director.
23. Items used in work:
  - a. Vouchers
  - b. Insurance policies
  - c. Sanction
  - d. Checks for officials
  - e. Passes and list of names
  - f. Tickets and list of names for complimentary tickets
  - g. Boxes at door for ticket takers (discarded parts)
  - h. Program
  - i. Change - change boxes
  - j. Signs for price of tickets
  - k. Change aprons for program sellers
  - l. Room to keep programs, tickets and concession materials
  - m. Safe

#### C. Site Committee

1. Set up a list of equipment used in the warm-up and competition gyms. Secure the equipment. If loaned, make arrangements ahead of time for finances and delivery.
2. Make a map of all areas used -- floor plan of gym area, hospitality room, lockers, first aid, washroom, refreshment, parking, public phones. Make copies of packets to be distributed to competitors and officials and to all key personnel working in the meet.
3. Secure the services of personnel necessary to conduct the meet such as electrician, security, fire department, sound, scoreboard, movers, janitors, etc.
4. Secure extra equipment (T-handles) in case one breaks. Have it in the gym prior to the meet, ready for immediate replacement by a person trained to do it.
5. Draw a floor map for equipment movers and train them to work with maximum speed.
6. Provide a "roped off" runway for vaulting.
7. Keep an electrician on duty around the clock who knows all outlets and switches, microphones, etc. Provide many outlets with, extension cords, for tape recorders, TV, etc.
8. Provide signs in the building showing directions to main areas.
9. Arrange seating facilities for competitors on the floor, for competitors who are not competing in the session and for spectators.
10. Arrange table and chairs for Meet Officials.
11. Secure personnel to work with the music used for competition (background, opening ceremonies).
12. Secure personnel to clean gym floor and mats, bleachers and public places between sessions.
13. Secure flags (American, State, School). Provide victory stand and a decorative place to exhibit awards.
14. Make arrangements to decorate the gym in order to have a festive atmosphere -- flags, live flowers, draperies behind victory stand, etc.
15. Secure doctor or trainer and furnish them with a room. Prepare a list of procedures for first aid personnel and for all persons assisting in the meet, designating working hours.
16. Set up the gym for the first event, everything measured and rechecked for official specification.
17. Work out a plan for disassembling the gym -- returning equipment, storing borrowed and rented items. Designate the times of work and personnel and their responsibilities.
18. Make out a list of working personnel who will need passes to enter the gates.
19. Send note of appreciation to those who worked at the meet.
20. Personnel needed:
  - a. Site Manager
  - b. Equipment Manager and crew of movers

- c. Locker room attendant
  - d. Custodians
  - e. Electrician
  - f. Music Operator
  - g. Parking lot attendant
  - h. Floor manager (during meet)
  - i. Certified doctor or athletic trainer
21. Equipment Needed: Warm-up and competition gym should be identically equipped.
- a. Floor Exercise Mat (spring floor), Pommel Horse, Still Rings, Vault Horse, Parallel Bars, Horizontal Bar
  - b. Extra bar rails and "T" Handles
  - c. Vaulting Boards (3-4)
  - d. Mats for equipment and for landing
  - e. Runway mat for vaulting (ropes and posts if necessary)
  - f. Chalk stand with chalk
  - g. Emery cloth
  - h. Wet towels and dry towels
  - i. Toolbox with basic tools
  - j. Measuring tape English/Metric
  - k. Tape for the horse runway - secured to floor
  - l. Public address system
  - m. Outside telephone, and inside telephone line for floor and ticket booths
  - n. Tables for tape recorders
  - o. Extension cords
  - p. Equipment for marches/background music
  - q. Microphone
  - r. Victory stand
  - s. Sign for meet (title and date)
  - t. First aid kit (stretcher on hand)
  - u. Tables: six-one for each head judge (his/her crew of scorers, timers, and flashers)
  - v. 16 small tables or desks, one for each judge
  - w. Chairs: One for each official scorer, runner. Enough chairs for each squad performing at each event (coach included).
  - x. Flags
  - y. 25, Hospitality room; tables, chairs
22. A written plan for emergencies, telephone numbers of emergency medical technician, trainer, or doctor is needed.

D. Clerical Committee

- 1. First and Second Mailings
 

Duplicate the "meet information" and mail to the names listed by the Meet Director. Post all meet information to the competition web site. Make out a list from the returning mail request - "detailed meet information". Send out the second mailing including:

  - a. Detailed meet information
  - b. Entry forms
  - c. Travel information - maps
  - d. Map of the city with competition site and headquarters hotel
  - e. List of hotels - prices with currently confirmed prices
- 2. After entries are received
  - a. Check entries to see if properly signed by parent for athlete's release and athletes/coaches/judges are registered USA Gymnastics members.
  - b. Check coach's entry to determine if team persons are indicated correctly
  - c. Make out a list of competitors in alphabetical order. List their affiliations, names of coaches, cities and states where the coach is from.
  - d. Assign a competitor's number to each name, alphabetically, according to team and age group
  - e. If it is primarily a team competition, list teams alphabetically, then the members of the respective teams. Assign the numbers. (This way each team member is numbered consecutively)

- f. Duplicate the list for the registration packets and for other purposes
  - g. Prepare a list of judges and Meet Referee. Duplicate this list.
3. Draw
- a. Assist at the draw, whether it be in advance or at the open draw at the coaches meeting. If the draw is done in advance, post draw to the web site if possible.
  - b. Record the order of competition on the event master score sheets. Produce plenty of copies for registration packets and for other meet workers.
4. Registration
- a. Set up registration times and personnel in charge of athletes and judges.
  - b. Assemble the packets.
  - c. Judges' Packets - Should contain the same material as the competitors plus:
    - i. Assignment for judging
    - ii. Check, if fees are known in advance
    - iii. Passes
    - iv. Judging Forms
    - v. Scratch paper
    - vi. Pencils
    - vii. Schedule of judges' meetings
    - viii. Form for travel expenses
  - d. File the competitor packets by names or team alphabetically.
  - e. File judges' packets alphabetically.
  - f. Use competitors and judges list at registration to check off the registered persons as they receive their packets.
  - g. Ask judges to sign their names on the list as they receive their checks.
5. Meeting
- Attend "scratch session" and enter all the changes on the score sheet.
6. Scorers
- a. Thoroughly train scoring personnel in use of scoring program to be used. In the case of computer scoring, it is recommended that two separate computers be used to score the event independently for maximum accuracy. All computer equipment should have a battery back up in the event of power loss.
  - b. Train scorers to compute the average at each event. Instruct scorers to be at their place of work 15 minutes prior to the opening time of the competition with dittos and all materials to be used. Scorers are to list the names and numbers of all judges on each event score sheet, prior to the start of an event.
7. Scoring
- a. Average Score - receive all four (4) scores from the Superior Judge. Eliminate high and low and average the two middle scores. Record and FLASH score to audience.
  - b. Base Score - add average score to Superior Judge's score. Divide by two if used.
  - c. Record time duration of floor if timed.
  - d. Give the FINAL score to the flasher as soon as it is computed and double-checked.
  - e. At the completion of the event, have the Superior Judge check the score sheets and sign his/her name. Turn sheet over to All-Around scoring table for official transfer of scores.
  - f. As soon as scores are recorded, return the event master score sheet to the Head Judge or Meet Referee, if used.
8. Head Scoring Table
- a. Record average on the score sheet and on the team score sheet.
  - b. Determine the first 10 places in each event.
  - c. Determine team scores, if team competition is being held.
  - d. Give official results to announcer with the event name, team, place and score of the winners designated.
  - e. For the Finals, prepare and distribute for athletes, coaches and officials a list of qualifiers and their order of competition. This may be made up during the Optional meet as each event is completed and rechecked for scores. The Meet Referee may execute a draw with the Meet Director in the presence of a Superior Judge or coaches' representative.
  - f. As the meet progresses, run off copies of results from the sessions.
  - g. Publish results on a large board for the audience.
  - h. Run off final complete results of the entire meet, indicating Event and All-Around placing.



- i. Duplicate meet results, enough for competitors, coaches, judges and for news reporters.
  - j. If OFFICIAL scores cannot be prepared for the end of the meet, distribute an UNOFFICIAL result and post the OFFICIAL results at the hotel headquarters. Duplicate these and have them available for all involved.
9. Runners
- a. Train runners to RUN at all times and to sit next to the judge without distracting him.
  - b. Runners take the score to the Superior Judge and then return to place.
  - c. Runners should be wearing gymnastics shoes, as they may have to run over mats.
  - d. Runners should stay at one event for at least one session.
10. Flashers
- a. "Average Score" flashers - as soon as the score is available, put it up on the score board with the corresponding NUMBER of the gymnast shown below the score.
  - b. Flashers MUST be seated in a place where the audience and all meet persons can view the score.
  - c. Flashers MUST rotate the scores at ALL TIMES. They must keep the scores up during the entire following performance until the new score is given. They must change the score quickly.
  - d. "Now Performing" flashers (if used) - as soon as the performance is completed, they must put up on the board the number of the next performing gymnast. They must rotate the sign at all times and must leave it up during the entire performance.

NOTE: Flashers are some of the most important workers in the meet, they should be changed more often since their task is physically tiring if done correctly.

11. Miscellaneous Duties
- a. Work out times and shifts for all scorers.
  - b. Designate places to return equipment between sessions and after the meet.
  - c. Secure keys to offices to be used in the building.
  - d. Secure persons to operate computer, adding and copy machines.
  - e. Secure telephone connected to ticket booth and to main floor.
  - f. Secure as much extra help as possible.
  - g. Secure a person who is free to run errands.
  - h. Mail thank you notes to all who worked.
  - i. Mail official meet results to competitors, coaches and judges, if they were not available after the meet.
12. Equipment Needed
- a. Event scoring tables
  - b. Score sheets for events, for All-Around, Team and Finals
  - c. Staplers
  - d. Box for collecting the scores at each event.
  - e. Calculator or sheets with table of averages
  - f. Pencils, erasers, pencil sharpener.
  - g. Flags (6) for judges to signal to gymnast.
  - h. Stop watches (6-8) for warm-up and competition gyms.
  - i. Sound signal for timers.
  - j. Rule book and official specifications for equipment.
  - k. Two sets of performers numbers (large size).
  - l. Scoring stand for flashing scores.
  - m. Stand for "Now Performing" numbers.
  - n. Towels to wipe off equipment.

E. Hospitality Committee

- 1. Prepare the information on the Hotels, including name, address, phone, distance and confirmed rates.
- 2. Designate the types of restaurants available in the hotel and their hours of service.
- 3. Designate Headquarters Hotel. Give information to Meet Director. After approval, the information is prepared to be mailed out by the Clerical Committee along with the detailed meet information.
- 4. Prepare a list of eating places in the vicinity of the meet site and list the type of food and price range. Produce copies for registration packets.

5. Make contact with professional food caterers or clubs to sell refreshments.
6. Set up a hospitality room for judges at the place of the conference room. Arrange for security of the room so that officials may leave their belongings there safely.
7. Set up a hospitality room for coaches and competitors. Include coffee, tea, coke, juice, cookies, fruit, etc.
8. Assign hostesses to these rooms to keep food replaced.
9. Secure additional registration packets for late arrivals.
10. Reserve a hospitality room at the Headquarters Hotel (ask for free of charge). Set up refreshments for after the meet for coaches and officials.
11. Have a person in charge of serving and reordering refreshments.
12. Have a person in charge of transportation.
13. Make out a list of the times of arrival and departure of officials, Assign persons to transport officials and guests to and from the airport. Do this also for competitors and coaches, if possible.
14. If hotel is located within driving distance from the gym - and if budget allows - work out a shuttle bus or car schedule to transport athletes and coaches between hotel and gym prior to and after each session and at the conclusion of the day.
15. Assign individual host to groups who will stay with the guests during the entire visit while in the gym. Give name and phone number of hostesses to the teams.
16. Assign host(s) to dignitaries to welcome them at the site of the meet.
17. Assign ushers, if necessary.
18. Furnish an expense list to Financial Committee on the use of transportation, bills on purchased refreshments, and other expenses.
19. Secure cash to replace refreshment items at once.
20. Secure cars for the judges, if possible, to be driven by them to and from the meet site.
21. Give meet information sheets to all hosts so they will be able to answer any questions concerning the meet, hotel and city.
22. Prepare welcoming signs for billboards in the city and the meet site.
23. Prepare a large board showing a montage of all publicity on the meet -- newspaper articles and pictures on the meet and the competitors. Exhibit at meet site.
24. Equipment needed:
  - a. Cars (clean, trunk emptied) and cash for gas
  - b. Insurance for cars
  - c. Name tags for hosts
  - d. List of guests - times of arrival and departure
  - e. Maps for restaurants
  - f. Extra registration packets
  - g. Coffee pots, coffee, tea, sugar, napkins, cups, spoons, food

#### F. Awards Committee

1. Order well in advance the proper type and number of awards (USA Gymnastics medal supplier, [A-1 Awards](#), must be used for State Meet and above).
2. Have the proper engraving ordered for each award.
3. Have extra awards on hand for ties.
4. Set up a decorative display until awards are given out.
5. Select persons - possibly dignitaries - to present awards.
6. Work out a procedure for presentation -- start from the last or from the first place.
7. Have an assistant to hand the awards to the presenting person. The award should be handed to the gymnast first, then a handshake.
8. Equipment
  - a. Awards
  - b. Table
  - c. Decorative table covers
  - d. Live flowers or plants
  - e. Signs - easily readable - designating each award
  - f. Victory stand
  - g. Sign for victory stand with event, meet title and date
  - h. Numbers for victory stand designating places
  - i. Special lights to show off awards.

#### G. Special Events Committee

1. Secure an event to be shown before the final scores are announced in order to give time to recheck the scores. Anyone who performs on the equipment must be a USA Gymnastics athlete member.
2. Have information typed up and given to announcer.
3. Make detailed plans for the opening ceremonies, closing ceremonies and award ceremonies.
4. Work out ceremonies and in-between-time entertainment with an orchestra leader. (Give cues for start and finish of playing, select numbers, moods).
5. If color guards are to participate, work out their schedules and seats.
6. If escorts are used to assist winners to the victory stand, work out their individual assignments.
7. Make sure it is realized that anything used as a special event is necessary only to fill time or to improve effects, and NOT TO LENGTHEN THE MEET.
8. Send thank you notes to orchestra, color guard and to all other helpers.
9. Equipment and Personnel:
  - a. List for announcer
  - b. List for cues for bandleader
  - c. Flags
  - d. Assignment list for escorts
  - e. Equipment for exhibition - music
  - f. Color Guard
  - g. Orchestra or band
  - h. Decoration Chairperson