

Consistent with the provisions of the Amateur Sports Act of 1978, the United States Olympic Committee has designated USA Gymnastics as the national governing body for the sport of gymnastics in the United States. As reflected in its Articles of Incorporation and its conduct under those Articles, USA Gymnastics' responsibilities for governing the sport of gymnastics include the regulation of matters relating to the training, testing, certification and assignment of judges for gymnastics competition conducted or sanctioned by USA Gymnastics.

Please review the Duties and Responsibilities for Professional Members – Chapter One, Section 2.

Section 1: Certification

I. Period of Certification

- A. The USA Gymnastics Rhythmic Judges certification period is one cycle and occurs every four years following the Olympic year.
- B. A certification rating obtained during a cycle will be valid throughout the cycle provided the rated official meets all certification maintenance requirements.
- C. A judge may advance in the rating structure during a cycle provided all rating advancement requirements are met.
- D. USA Gymnastics has the option to conduct periodic verification tests when there are rule changes to the FIG code or JO Handbook.

II. Rhythmic Judges Certification Policies

- A. USA Gymnastics, through the Rhythmic Administrative Committee, establishes the judging certification standards, policies and procedures for all judges in the USA Gymnastics Rhythmic Gymnastics Program.
- B. In order to judge a USA Gymnastics sanctioned rhythmic event, a judge must be a USA Gymnastics Rhythmic Professional member or Junior Professional members with a current Safety Certification and criminal background check (criminal background check is not required for Junior Professional membership).
- C. Judging certification means that the judge has obtained an appropriate judges rating by successfully completing a judging course and passing a written and practical test at each certification level.

- D. If a provisional judge completes the certification procedures during the competition season, he/she will carry the provisional rating for a year from the date of the testing
- E. It is the responsibility of all judges regardless of level or ranking to complete and send the current Judge's Record Log to their Regional Judging Coordinator by December 1st of each year (or an alternate date as specified by USA Gymnastics if needed to show exam eligibility).
- F. Men are accepted as judges up to and including the National level.

III. Judges Rating Policies

- A. A judge's rating is determined by:
 - 1. a minimum score requirement on a written exam and practical exam
 - 2. practical judging evaluation
 - 3. number and level of meets previously judged
 - 4. years of judging experience
- B. A prospective judge must be at least 16 years of age.
- C. Judges must progress from level to level as rated officials.
 - 1. All new prospective judges must begin at Level 3-6.
 - 2. A rhythmic coach who has coached a gymnast at the J.O. Championships (Individual) during the previous or current cycle may begin at Level 7/8.
 - 3. A US National Team member from the previous or current cycle may begin at the National level.
 - 4. All judges under the age of 18 must obtain a junior professional membership with USA GYMNASTICS, obtain safety certification and begin with Level 3-6 certification. At Championships these judges will be allowed to judge when averaging their score with a professional judge to gain experience and fulfill their move-up requirements. These judges, after fulfilling move-up requirements, may take a course and test to advance to Level 7-8.
- D. Provisional rating
 - 1. Once a judge has taken a course and successfully completed the written and practical exam, a **Provisional Rating** will be given.
 - 2. A judge with a provisional rating may be assigned to judge at a local meet only if a fully certified judge is not available.

IV. Judge Rating List

In December of each year a rhythmic judge-rating list will be completed and distributed based upon results of the previous year. The rating assigned in December will carry through the next year.

V. JUDGES TESTING POLICIES AND PROCEDURES

- A. All judges are required to take an official judges training course at the level they seek certification before they are allowed to take the written and practical test.
- B. Official Rhythmic Judges Courses and test administration will only be offered by approved clinicians several times during the cycle.
 - 1. Level 3-6, 7/8 courses and tests may be offered locally at the Regional Level in an on-line format.
 - 2. The National courses (Level 9/10) will be offered twice within the Olympic cycle.
 - a. In order to gain admission to the National Course to be certified, a potential candidate must:
 - i. Be 18 yrs of age, and:
 - 1) Have been a coach of an athlete who has qualified for level 10, or competed at Nationals or Challenge, within the past five (5) years, or
 - 2) Have gone through the judge rating progression as outlined in the Rules & Policies, or
 - 3) Have been member of the US National Team member during the previous or current cycle, or
 - 4) Have a current National/Brevet rating
 - ii. Note: Anyone who meets the criteria to take the National exam will also be eligible to take the level 7/8 exam.
- C. To take a judges' course, written and practical test, a prospective judge need not be a USA Gymnastics professional member or maintain a Junior professional membership; however, if a rating is obtained, the name will not be added to the list of current certified judges until he/she obtains a USA Gymnastics professional membership or Junior professional membership.
- D. To judge at the Junior Olympic Level, all judges, regardless of National or Brevet status, must complete the course content and testing requirements for level 3-8 if they wish to judge at the JO level. Exception: All Brevet judges will be allowed to judge level 7/8 execution provided they participate in all applicable JO Courses and Update Courses.
- E. Written and Practical exam: The examinee will be notified of the results of the Levels 3-6 and/or Levels 7-8 test by the National Judges' Representative who will copy all considered Regional Judging Coordinators.

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1. Once the examinee has obtained a new rating because of a written and practical tests score, her name will be added to the list of "Current Certified Rhythmic Judges" as a Provisional Judge.
2. The list of "Current Certified Rhythmic Judges" is updated once a year in December. Therefore, unless a judge fulfills the practical experience prior to November 30, his/her rating will not be updated until December of the following year and her judging fee will be paid at the Provisional rate.
3. If the examinee fails the exam or wishes to improve a score, he/she can repeat the exam. Examinees are limited to one retest in one certification year, which can be taken in the fall of the year, following the initial test. For re-testing, an examinee is not required to take the course again. Re-testing for the National Level will be given in the year following the National Judging course/ test during National Championships.

F. Practical Experience:

1. Before judges can become fully certified at Levels 3-6 or at Levels 7-8 they must successfully complete a practical experience (volunteer attendance). The Regional Judging Coordinator (RJC), will arrange for the practical scheduling. The Practical experience must be done at the level of the competition for which they have obtained their rating.
2. The provisional judge will judge a meet under the direction of an experienced judge assigned by the RJC. After completing the practical experience, The experienced Judge will fill out the Practical Judging Form and send it to the Regional Judging Coordinator of his/her region. The Regional Judging Coordinator will send written notification of the results of the practical to the testing judge and National Judges' Representative.
3. The National Judges' Representative will update the current Master Judge's List when a judge has successfully completed the practical judging experience.
4. Before a judge can become fully certified at the National Level, a practical experience (expenses not reimbursed and no judging fee paid) must be obtained by judging at a major national level competition under the direction of the National Judges' Representative (National Qualifier, National Championship, Rhythmic Challenge).
5. All practical judging experiences must be completed within one year of passing the written and practical exams.

VI. Maintaining/Upgrading a Rating

- A. To maintain a rating, a judge must:
 1. take a current cycle course at the desired level
 2. pass a written and practical exam
 3. successfully complete a practical experience within one year

4. fulfill the annual Continuing Professional Education requirements for her current certification level. (See Below)
 5. A judge who could not maintain her rating due to extenuating circumstances may petition the National Judges Representative and the Rhythmic Program Director.
- B. For Level 3-8 judges as well as first-cycle National judge: it is the responsibility of the judge to submit a copy to the Judges Record Log to the Regional Judging Coordinator of his/her region by December 1st of each year in order to maintain rating.
 - C. If judges do not meet the above requirements, their name will be removed from the Master Judge's List until requirements are met.
 - D. If a judge took an absence from judging for a year or more, the judge must take the written and practical exams when the course is next offered to resume her rating.

VII. Continuing Professional Education (CPE) Requirements

A "Continuing Professional Education [CPE]" system will be implemented as described below:

1. Annual CPE credits are required to be assigned to judge any USA Gymnastics competition.
 - a. The accreditation year is November 1-October 31.
 - b. The rating a judge holds on December 31st of each year determines the number of CPE credits required for that accreditation year.
 - c. Regional Judging Coordinators, RNAC and RPC Chairmen, and the National Judges Representative are exempt from CPE requirements for the years in which they hold office. These individuals will still be obligated to participate in any mandatory judge updates courses or verifications.
2. Annual Required Rhythmic CPE credits for all judges are as follows:

Highest Rating Held	Total CPE credits needed per accreditation year	Minimum # of CLINIC CPE credits required as part of the yearly total	Maximum # of CLINIC credits allowed to carry forward to the next accreditation year after the annual total has been met
Level 3-6	12	6	2
L7/8; National/Brevet	20	10	4

See the table below for a breakdown of clinic and miscellaneous CPE credit options.

CPE Activity	Category	# of Credits	Max # Credits from this activity	Max # of carry-over hours
USA Gymnastics clinics, courses, symposiums, congresses, or camps, which are approved for rhythmic CPE credit	Clinic	Determined by USA Gym for each activity	Unlimited	5
USA Gymnastics online courses, webinars, etc. approved for Rhythmic CPE credit	Clinic	Determined by USA Gym for each activity	Unlimited	

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State and Regional educational workshops/clinics that serve the professional development of judges ¹	Clinic	Determined by USA Gym for each activity	Unlimited	
Volunteering as a Line/Time judge at a USA Gymnastics hosted event.	Misc.	1 competition = 10 CPE Credits	10	0
Live practice judging ²	Misc.	1 hour = 1 CPE Credit	5	
Video practice judging ³	Misc.	1 hour = 1 CPE Credit	5	
In-gym observation with coaches and gymnasts ⁴	Misc.	1 hour = 1 CPE Credit	5	

1. **State/Regional workshops/clinics:** State and Regional Chairs are encouraged to create educational workshops/clinics that would serve the professional development of judges and coaches within the States/Region. State and/or Regional clinics may be proposed to USA Gymnastics for CPE credits. The goals, presenter(s), and material must be submitted to the Rhythmic Program Director for approval at least one month prior to the clinic date(s). The number of credits will be determined by the breadth and depth of content material.
2. **Live practice judging note:** Level 3-8 Rated judges ONLY. Practice judging will require pre-approval from your Regional Judging Coordinator AND the Meet Referee for the event. Contact your regional Judging Coordinator to arrange this practical judging experience. The practice judge should come prepared with all judging materials and wear the appropriate judging uniform.
3. **Video practice judging note:** Level 3-6 or 7/8 rated judge with a National/Brevet judge who is also certified for JO. Practice video judging will require pre-approval from your Regional Judging Coordinator. Credits will apply to both the mentee and mentor who sign off for each other.
4. **In-gym observation note:** Level 3-8 rated judges ONLY. Must be signed off by the head coach from the club visited.

- a. Judges should retain their CPE record forms, registration confirmation, any completion certificates, etc. for documentation with a copy of the annual report form.
- b. It is the responsibility of each judge to pre-print the rhythmic CPE record form prior to attendance at any CPE activity. Judges must present the rhythmic CPE record form for a signature at the conclusion of the activity or following each session at a multi-track congress/symposium.
3. Continuing Professional Education Tracking
 - a. Each judge is responsible for keeping accurate records of his/her CPE activity, including documentation of attendance at the approved CPE experiences. Documentation should correspond to the hours/credits submitted on the Rhythmic CPE record form.
 - b. Each judge is responsible for rhythmic CPE record form to their Regional Judging Coordinator by November 1st each year.
 - c. The Regional Judging Coordinator is responsible for sending a master list of all judges in their state, indicating those who have successfully completed their annual CPE requirements to the National Judges Representative and USA Gymnastics National Office by November 30th each year.

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- d. If a judge does not complete all of their required CPE credits within a given accreditation year, they must apply CPE credits from the successive year to make up for the credits they were lacking. When completed, they must still send the proper documentation to their Regional Judging Coordinator, who then sends the updated list to the National Judges Representative and the USA Gymnastics National Office.
 - i. Note: CPE credits cannot be used twice, meaning, if the credits are being used to make up for a deficit in the previous accreditation year, those same credits cannot be applied to the current accreditation year also.
- e. The National Office may conduct audits each year that require randomly selected judges to submit actual documentation of their CPE credits to the USA Gymnastics National Office. Any judge who fails to provide documentation of actual CPE credits as reported to the Regional Judging Coordinator may be subject to disciplinary actions as stated in Article 9 of the USA Gymnastics Bylaws.
- f. Should a judge exceed the total minimum number of CPE credits required of their rating in an accreditation year, and the excess is in the category of clinic credits, they may carry forward the extra credits up to the maximum number of carry-over credits allowed. Excess miscellaneous credits may not be carried over.

VIII. Advancement

ADVANCEMENT CHART				
Rating	Score Minimum	Practical	Minimum # Meets Judged (per cycle)	Years of Experience
LEVEL 3-6 Judge	80%	Yes	1 Local Meet 1 State Meet	1
LEVEL 7-8 Judge	80%	Yes	1 Local Meet 1 State Meet 1 Regional Meet	1
NATIONAL 1 National 2 Judge	80%	Yes	1 Local Meets, 2 State+1 Region OR 2 National meets with approval and 2 additional any category	1
BREVET 1&2 BREVET 3&4 Judge	Per FIG Judges' Rules			

Note: The above requirements (practical experience, years, and number of meets) must be attained after the judge has completed the course and passed the test for each level. The level of meets must be at the highest rating the judge has – i.e. a Level 5 meet would not fulfill the requirement for a Level 7/8 judge.

- A. To upgrade a rating a judge must judge the minimum number of years and judge the minimum number of meets (see advancement chart) before she is eligible to take a course and test at the next level. She must then successfully complete the course and test.
- B. The RJC should make every effort to give unaffiliated judges in their region the opportunity to judge the minimum number/level of competitions within her region necessary to fulfill her requirements for mobility.

Section 2: Judging Assignments

- A. Judges may only be assigned to a competition level for which they hold the appropriate rating. Judges must be proficient in the English language.
 - 1. A level 7/8 judge may be assigned to judge execution on a level 9/10 panel if she has passed any applicable verification tests.
 - 2. All Brevet judges will be allowed to judge level 7/8 execution provided they participate in all applicable JO Courses and Update Courses.
 - 3. The minimum required State judging panel must be assigned. If there is a foreign sanction, those judges may judge execution for levels 7-10.
- B. Provisionally- rated officials may be assigned to judge competitions for levels at which they hold a provisional rating provided no fully certified judges are available (not applicable for the cases mentioned in G, iv and v below).
- C. At local Invitationals, State and Regional meets, a judge who is affiliated with a club will not be allowed to judge specific levels/session(s) in which club affiliated gymnasts are participating.
 - 1. Affiliation of Judges:
 - a. The regulations regarding affiliation are NOT meant to prevent officials from judging, but to prevent unfair situations for the gymnasts.
 - b. Affiliation of an official at a specific meet refers to:

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- i. An immediate family member of a competing gymnast, or of the gymnast's coach(es), or of the club owner whose team is competing. An immediate family member is defined as a parent/step-parent, grandparent, or sibling. In addition, it could include any other person living in the household. Such a judge should not be assigned or accept an invitation to judge levels in which the family member competes.
 - ii. A person on the payroll of a competing Club.
 - iii. A Team member or parent of a rhythmic team member of a competing club.
 - iv. A parent of any child enrolled in a recreational class of a competing club
 - v. A Coach of a club that has gymnast(s) competing in the meet.
 - vi. A Club Owner whose club has a gymnast who is competing in the meet.
 - vii. Any sport science professional that is paid for ongoing services for a competing gymnast
 - viii. If the club with which a judge is affiliated is not participating in the meet to which the judge has been assigned, she/he is not considered affiliated at that meet
- c. International Judges:
- i. Any sanctioned club competition that has secured a valid foreign sanction and has foreign athletes in attendance is allowed to assign valid visiting Brevet officials from each country represented. A foreign brevet judge will not be allowed to judge Levels 3-6 of the Junior Olympic Program. They may judge execution for Levels 7-8. Exception: A Foreign Brevet will be allowed to judge Level 3-6 and/or Level 7/8 Difficulty, if they have taken the USA JO Judging Course and passed all applicable judging exams and verifications.
 - ii. A meet director will be allowed to invite a foreign brevet (without a competitive athlete representing their club/country) only when approved by the Rhythmic Program Director and the initial invitation and contact is made directly through USA Gymnastics.
- D. Once an official or panel has begun to judge an event, there may be no substitutions of officials or panels until the entire event is completed.
- E. Line judges are considered technical officials and must be at least 16 years of age. Line judges are **not** used for Levels 3-6.
- F. An invitation to judge must include the following information:
- 1. Date, time and place of the event
 - 2. Levels
 - 3. Honorarium (national events)
 - 4. By accepting the invitation, a judge agrees to the terms of the invitation

5. Travel and lodging information must be communicated by the Meet Director
- G. Panel Composition
1. Level 3-8: See the JO Handbook
 2. Level 9 and 10:
 - a. Invitational & State Competitions (with D forms) – 2 judges per panel
 - i. Judge 1 evaluates D
 - ii. Judge 2 evaluates E
 - b. Regional Competitions (with D forms) – 4 judges per panel
 - i. 2 judges on each panel will judge D
 - ii. 2 judges on each panel will judge E
 - c. For 9/10 competitions where no forms are used please see Chapter 3 (page 17) for panel requirements.
 - d. For State and Regional competitions, please contact your Regional Director or Regional Judges Coordinator for information about judging panels and scoring formulas. Note: Level 9/10 competitions at Invitational and State only, judges assigned to judge Execution may carry a Level 7/8 rating.
- H. **Local and Invitational Events:** The Meet Director may request judges to the Regional Judging Coordinator provided they have the appropriate rating for the level of competition.
1. For all invitationals, the Regional Judging Coordinator will approve the list of judges and will determine which judge on the panel will serve as the meet referee. Meet directors must submit a list of judges and attending teams to the RJC at least one month in advance of the competition to check rating eligibility and affiliation.
 2. For all events held in the United States with a foreign sanction, the National Judges Selection Committee must approve the meet referee. The meet director must submit the list of proposed judges and participating clubs to both the Regional Judging Coordinator and the National Judges Selection Committee at least one month in advance of the competition.
 3. For local and invitational competitions the Meet Director may use the services of the RJC.
- I. **USA Gymnastics State and Regional Competitions:** The Regional Judging Coordinator of the respective Region is responsible for making all judging assignments.
1. For State and Regional competitions the Meet Director must contact the Regional Judging Coordinator in order to obtain properly rated officials for all sanctioned events. When all meet details have been provided, the RJC will send the meet contracts to the assigned judges.
 2. For State and Regional competitions the Regional Judging Coordinator will make assignments according to the certified judges in the respective State or Region.

3. The National Judges Selection Committee will assign the meet referee for each Level 7-10 Regional Championship.
- J. **USA Gymnastics National Competitions:** The National Judges' Selection Committee is responsible for making all assignments for the Open Championships, J.O. Championships, National Qualifier, National Championships, and Challenge.
1. Criteria for National selection:
 - a. Experience (years in sport as athlete, coach, judge)
 - i. Note: Competitive rhythmic club owners, coaches or employees will not be assigned to an official national event
 - b. IEC recommendations for events with international selection components
 - c. Teaming of inexperienced judge with a National/Brevet
 - d. Geographical location of judge in relation to meet
 - e. Finances
 - f. Results of judging analyzed by USA Gymnastics computer program, if applicable
 2. It is recommended that the most qualified/experienced judges are assigned to the Difficulty panel for National events.
 3. A judge who is assigned to the National Championships is not permitted to visit or conduct any video reviews of athletes or clubs who are participating in the Championships during the time between the National Qualifying event and the Championship.
- K. **International Assignments and Brevet Candidates:** The International Elite Coaches' Committee (IEC) is responsible for making international judging assignments and recommending candidates for the FIG Brevet courses.

Section 3: Judging Duties

A. General Duties

1. Individual judges shall perform their function as a judge of the Meet according to the USA Gymnastics Rules and Policies Membership Policies (See Chapter 1, Judge Responsibilities) and the USA Gymnastics Code of Ethics.
2. Individual judges shall be limited to judging, evaluating and scoring the competition.
3. Individual judges will be bound by the terms agreed upon for that particular meet.

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4. Judges are responsible, according to all appropriate laws and jurisdiction, for all financial reporting and identification of payments/reimbursements received to the appropriate agencies (i.e. IRS).
5. Each individual judge shall accept or decline their assignment within a reasonable amount of time.
6. Judges are not allowed to accept gifts which exceed the USA Gymnastics Judges' Compensation Package fees/expenses and a possible souvenir from the host/organizing committee for all officials.

B. Meet Referee

1. Conducts the judges' education meeting prior to the event,
2. Makes the panel assignments or conducts a draw,
3. Has ultimate control over technical decisions,
4. Judges every routine within human possibility,
5. Makes sure judges scores are within the proper range
6. Can question a panel score, even if the judges are in range, if she feels it is not appropriate,
7. Can call a conference of either judging panel, can make the decision to go to base score,
8. Keeps track (with the help of an assigned volunteer secretary) of all scores and rankings,
9. Determines the number of sessions in association with the meet director,
10. Makes sure the timers and line judges are knowledgeable about the rules and their function,
11. Serves as the spokesperson for the judging panels to the organizing host and the participants,
12. Meet Referee should check and sign the official results at the end of the competition
13. Mediates all professional disagreements, and has the final response,
14. Issue a verbal warning to a judge for not respecting the dress code or use of a cell phone at the judges' table during actual competition; after a second warning, one hour of pay may be docked or a future national assignment may be cancelled.
15. Is responsible for any media involvement concerning the judges,
16. Respond to any written inquires before a session has ended
 - a. Note: No score may be changed without approval of all judges involved.

C. Panel Judge:

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1. Attend pre-competition education session,
2. Judge each routine assigned with undivided attention.
3. Evaluate the exercise correctly, fairly and quickly
4. Report 30 minutes prior to march-in for competitions, unless otherwise specified by the Meet Referee
5. Remain at her seat until the entire competition is completed and the Meet Referee confirms that there are no pending inquiries and dismisses the panel
6. Be quick, cooperative and efficient in resolving differences during a conference
7. Refrain from conversation with other judges and coaches during the competition
8. Avoid judging a meet in which any personal bias (positive or negative) towards any competing team and/or individual athlete would affect her ability to judge objectively
9. Be confidential about meet matters, her own scores or other judges' scores or opinions
10. Refrain from soliciting invitations to judge specific competitions by making direct contact with the Meet Director or Regional Board members or other Committee Members
11. Respect the field of play by refraining from using cell phones (talking, texting, etc.) or any type of wireless communication device, which is prohibited while at the judges' table. Judges may use electronic tablets for gymnastics purposes only in the competition area.

D. Uniforms

The official uniform for all sanctioned meets is:

1. Women: white blouse, navy blue or black blazer and skirt or pants
2. Men: white shirt, navy blue or black blazer and pants
 - a. NOTE: jeans/sport pants/warm-up pants / are not acceptable

E. Non-competition evaluation

1. Judges may be invited by clubs to evaluate score forms and routines in a non-competition setting
2. Evaluations should be limited to technical consultations based on the Code of Points and/or J.O. Handbook and should not be coaching sessions by nature, i.e: private lessons or substituting coaching
3. Any technical consultation must be arranged with a club or coach and never directly with a parent

4. Judges who accept invitations to conduct technical consultations for the same athlete on a regular basis are responsible for declining invitations to judge events where that/those gymnast(s) is/are competing
5. Judges may be asked to report the frequency of technical consultations prior to National events

Section 4: Evaluation of Judges

- A. All judges are expected to follow the Professional Member Code of Conduct.
- B. If a question or complaint is raised about the behavior of a judge, a letter describing the specific misbehavior, the date of the event, etc. must be submitted to the National Judges' Representative and the Rhythmic Program Director, who will investigate the complaint.
- C. If warranted a letter of reprimand will be sent to the judge.
 1. Procedures for misconduct:
 - a. 1st offense - written warning
 - b. 2nd offense – probation
 - c. 3rd offense - suspended certification
 2. If warranted a letter will be sent to the person making the complaint.
 3. All written communication will remain confidential

Section 5: Judges Fees and Competition Policies

- A. Fee Structure: Invitational, State and Regional Events – hourly rate
 1. Brevet 1 and 2: \$40.00/hour
 2. Brevet 3 and 4: \$35.00/hour
 3. National 2: \$30.00/hour
 4. National 1: \$25.00/hour
 5. Level 7/8: \$20.00/hour

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6. Level 3/6: \$15.00/hour
7. Meet Referee: \$100.00/meet in addition to her rate above
8. Provisional judging fee: \$3 less than the official rate

The Judge's rating amendment:

An active judge with a national rating for a period of 0-4 years will hold the title of National-1 and her compensation will be (\$25/hr), a judge in her 5th year or more of active judging with a national rating will hold the title of National-2 and her compensation will be (\$30/hr).

- B. This fee includes: actual judging time, original judges orientation meeting, and a reasonably short post-session meeting when called by the Meet Referee.
- C. Fee does not include: meal breaks (max. 30 minutes for lunch and 30 min. for dinner).
- D. CANCELLATION POLICIES: If the agreed upon obligations are not fulfilled by either party because of extenuating circumstances, no mandatory penalties will be applied to either party. (Example: inclement weather which would prohibit traveling or grave illness). Failure to comply with the contractual agreement will result in the following:
 1. On the Meet Director's part: A minimum of 7 days notice required for amendments or cancellation of officials. If cancellation of officials occurs less than 7 days prior to the meet, the Meet Director is responsible for payment of 3 hours per judge and any non-refundable expenses incurred.
 2. On the Judges part: If a judge fails to appear without notifying the Meet Director, a penalty of 3 hours and non-refundable expenses incurred by the Meet Director will be paid to the Meet Director by the judge.
- E. MODIFICATION POLICIES: If any conditions in the agreement are altered, it is the responsibility of the Meet Director to contact the individual judge(s) and the assigning official and provide that information to both. Adding or eliminating days or sessions could result in the judge voiding the agreement.
- F. ADDITIONAL JUDGING EXPENSES
 1. Meals
 - a. Meal compensation should be paid to a judge, if hotel or host does not provide meals.
 - b. Recommended meal breakdown:
 - i. breakfast.....\$10.00
 - ii. lunch.....\$15.00
 - iii. dinner.....\$25.00
 - c. Compensation for meals should be paid to the judge if the length of the meet or the length of travel time necessitates the judge being away from home during the usual meal hours.

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- d. In lieu of the payment, the host may provide meals if the timing of the meet does not allow for sufficient time for the judge to secure a meal outside.
2. Travel and Lodging
 - a. Round trip travel expenses of .55 cents per mile shall be paid to the driver. Bus, train, and plane expenses shall be paid in full. The total mileage cost should not exceed the cost of an airplane ticket to the same location.
 - b. If the judge needs to use the plane, train or bus--travel expenses to and from the airport, bus station or train station should either be provided by the Meet Director or paid for the most reasonable way of transportation (e.g., limousine or taxi). This includes tolls and payment for parking at the airport if it is necessary for a judge to leave the car there for the duration of the meet and fees for one bag (but not overweight bag charges). It is the judge's responsibility to provide receipts for these additional expenses if requested.
 - c. If a judge chooses to return home and drive back the second (and successive) days, round-trip mileage will be paid only once, unless pre-arrangements have been made with the judge and the Meet Director
 - d. Judges should not be obligated to assume initial travel expenses.
 - e. It is strongly recommended that judges pool transportation as much as possible.
 - f. If a judge must stay overnight prior, during or following the meet, lodging must be provided and paid for by the Meet Director. The judge has the right to be provided with a hotel room in nearby quality hotels or motel, ideally two persons assigned to one room. Judges should never be assigned to private homes where they would be obligated to socialize instead of rest.
 - g. When inclement weather exists (weather which delays or prohibits safe travel for the judges), the Meet Director is responsible for the judges' lodging and meals. Hotel/Motel rooms are compensated only if approved by the Meet Director
 3. An assigned judge who is also coaching at an event should be paid according to judging sessions plus appropriate per diem. The meet director is not obligated to pay travel and housing, unless prior agreement has been made.
 4. All of the above information must be clearly defined on the judges' invitation or a judge has the right to refuse the invitation.
 5. Delays during the meet
 - a. If a meet is delayed due to equipment problems, faulty meet organization, failure of the Meet Director to notify the judges of a new time schedule or late arrival of competitors, a judge should be paid for the extra time according to the specified overtime procedure.
 - b. No overtime pay should be awarded to the judges if the delay occurred due to slow judging procedures, late arrival of one of the judges or overly frequent conferences.

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All judges should strive to get their scores in within 60 seconds following the completion of routine by the competitor. Unavoidable delays, like accidents or equipment breakage should be treated with consideration by judges and Meet Directors alike.

- c. There will be a grace period of 15 minutes at the beginning and end of competition when no extra fees will be paid. If the meet is over one hour late in starting, a judge may leave and charge the Meet Director for mileage.
6. Miscellaneous
- a. The Meet Referee may receive extra compensation especially if the meet organization requires her to put in extra time (e.g. being present for coaches meetings, for the draw, checking competition schedule prior to competition, etc.) The Meet Referee will be paid an additional honorarium amount in addition to her appropriate hourly judging fees.
 - b. Competitions run officially by USA Gymnastics will pay judges an event honorarium. This information is included in the judging invitation.
 - c. Organizations other than USA Gymnastics can set their own fee schedules and negotiate with the judges. However, it is strongly advised that they adhere to the standards set by USA Gymnastics.