

MICHIGAN USA-GYMNASTICS



**2011 – 2012
RULES AND POLICIES**

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MICHIGAN USAG STATE COMMITTEE MEMBERS

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REGION 5 USAG COMMITTEE MEMBERS 2011-2012

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MICHIGAN NAWGJ STATE BOARD

NAWGJ WEB SITE

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Ethics Chairman	Donna Trevethan	Trevetd@walledlake.k12.mi.us

USA GYMNASTICS CONTACT INFORMATION

National Office – (317) 237-5050

NAWGJ Library - Judy Dobransky (586) 795-5346

USAG Member Services - (800) 345-4719

State TOPS Director - Ruth Miller (248) 624-7770

Web Site: www.usa-gymnastics.org

Michigan USAG State Administrative Committee

MISSION

- Encourage participation in all aspects of gymnastics in Michigan.
- Support the athletes and gymnastics clubs in the state and assist in their pursuit of competitive excellence.
- Generate public awareness of the sport of gymnastics in the State of Michigan.
- Committed to servicing the professional membership in the State of Michigan.

PURPOSE

The purpose of the Michigan USAG State Administrative Committee (SAC) is to implement the USAG National Women's Artistic Gymnastics Program. This means to promote, serve and administer the official gymnastics program for girls and women of all levels of ability throughout the United States. This shall be accomplished by: Carrying out the purposes, standards and objectives of USA Gymnastics.

State Administrative Committee Responsibilities:

- Assist in organizing competitions for girls and women of all levels of ability at local and state level.
- Establish State Qualifying Meet's for the MI competitive compulsory program which cumulate in a State Meet.
- Establish State Meet Qualifying
- Propose State Meet dates that will be scheduled in conjunction with regional and national competition dates and judging availability.
- Refrain from any self-serving interests when considering a committee vote.
- Organize and provide technical, development and specific guidelines and rules and policies for MI USAG.
- Provide a network of communication necessary for the implementation the above objectives.
- Establish State Congress for USAG members (coaches, club owners, judges)
- Organize State Training Clinics for gymnasts.

MICHIGAN USAG SAC ELECTION PROCEDURES

The election of the Michigan USAG State Administrative Committee members is done in a staggered year format to help maintain committee memory. In May of each year a call for nomination will go out to the MI USAG professional membership. Election information will be found on the Michigan USAG web site: www.michiganusag.com

Each nominated USAG member:

- Must be a USAG Professional Member in good standing.
- Must give permission for your nomination.
- Serves a two-year term.
- Attend all scheduled SAC meetings.
- Have strong computer and communication skills.
- Uphold all USAG and MI Rules & Policies.
- Will have 1 vote.

The election of Committee members will follow the format below:

Even Year Election 2010, 2012, 2014	Odd Year Election 2011, 2013, 2015
State Administrative Committee Chairman	Junior Olympic Chairman
Education Coordinator	Secretary
Prep Opt Representative	Level 9, 10 Representative
Level 8 Representative	Level 7 Representative
Level 6 Representative	Level 5 Representative
Level 4 Representative	

2011 - 2012 Michigan USAG Competitive Season Information

	Level 10	Level 9	Level 8	Level 7	Level 6	Level 5	Level 4	Xcel
Qualifying Score to State	32.00	32.00	31.00	31.00	30.00	30.00	30.00	Must Compete in 1 MI USAG Sanctioned Meet
Qualifying Score to Regionals	34.00	34.00	34.00	N/A	N/A	N/A	N/A	N/A
Qualifying Score to Nationals	See National R&P	See National R&P	N/A	N/A	N/A	N/A	N/A	N/A
Minimum Score for Mobility	N/A	34.00	34.00	31.00	31.00	31.00	N/A	N/A
Entry Fee for SQM's	N/A	N/A	N/A	N/A	\$35.00	\$35.00	N/A	N/A
Entry Fee for State Meet	\$60.00	\$60.00	\$60.00	\$55.00	\$50.00	\$50.00	\$50.00	\$40.00
Team Fee for SQM & State Meets	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Late Fee for SQM	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Late Fee for State Meets	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Entry Fee for Regionals	\$80.00	\$80.00	\$80.00	N/A	N/A	N/A	N/A	N/A
Entry Fee for Nationals	\$125	\$125	N/A	N/A	N/A	N/A	N/A	N/A
State Meet Dates	March 30-April 1 2012	March 30-April 1 2012	March 30-Apr 1 2012	March 30-Apr 1 2012	May 5-6 2012	April 21-22 2012	May 5-6 2012	April 28-29 2012
Entry Deadline Postmark Date	March 5 2012	March 5 2012	March 5 2012	March 5 2012	April 9 2012	March 26 2012	April 9 2012	April 2 2012

ENTRY DEADLINE DATES FOR 2011-2012 MICHIGAN SQM's AND STATE MEETS

- Deadline dates for SQM's are 3 weeks prior to the competition date.
- Deadline dates for State Meets are 4 weeks prior to the competition dates.
- Your entry must be **POSTMARKED BY THE ENTRY DEADLINE DATES**.
- **Late fees: SQM - \$10 per gymnast. State Meets - \$25 per gymnast**
- All entry forms must be filled out completely and **full payment MUST accompany all entries.**
- Fax or emailed entries will not be accepted.

<u>Meet Date</u>	<u>Meet</u>	<u>Entry Deadline Date</u>
Oct 8-9	Level 5/6 State Qualifier – Troy	Mon., Sept 19
Oct 21-23	NAWGJ SQM @ EMU	Mon., Oct 3
Nov. 19-20	Level 5/6 Fall State Meet – Olympia	Mon., Oct. 24
Jan. 21-22	Level 5/6 State Qualifier – Greater Kalamazoo World of Gym.	Tue., Jan 3
	Level 5/6 State Qualifier – Splitz	Tue., Jan 3
Feb. 11-12	Level 5/6 State Qualifier – Branch - Kalamazoo	Mon., Jan. 23
Mar. 24-25	Level 5/6 State Qualifier – Grand Blanc Gymnastics	Mon., March 5
	Level 5/6 State Qualifier – Mid Michigan - Freeland	Mon., March 5
Mar. 30-Apr 1	Level 7, 8, 9, 10 State Meet – Twistars - Diamonddale	Mon., March 5
Apr. 13-15	Level 9/10 Regional Meet –	Sun. Apr. 1
Apr. 21-22	Level 5 State Meet– Champion Gymnastics USA - Holland	Mon., March 26
Apr. 27-29	Level 8 Regional Meet –	Sun. Apr. 1
Apr. 28-29	Xcel State - Midland Gymnastics - Midland	Mon., Apr.2
May 5-6	Level 4 & Level 6 State Meet – Michigan Academy - Plymouth	Mon., Apr. 9
May 3-6	Level 9 Eastern Nationals – Landover, Maryland	Sun., Apr. 15
May 9-13	Level 10 Nationals/NIT - Hampton, VA	Sun., Apr. 15
May 19-20	Pre-Team Fun State Meet - Hunts -Warren	Mon., Apr. 23

LEVEL 4 STATE MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- Scores from September 1 to State Meet Entry Deadline are eligible for State Meet Entry
- Score requirements to the Level 4 state meet – 30.00
- Competition in one Michigan Sanctioned USAG meet required.
- Meet Directors are required to send a copy of the meet results from all “SANCTIONED” Michigan USAG competitions to the MI Level 4 Rep.
- Coaches must have a current USAG Professional number. They must have their number with them when attending any USAG sanctioned meet.
- Level 4 State Meet Entry Fee – \$50.00

STATE MEET AWARD GUIDELINES

- Individual Event Placement - A minimum of 40% of each age division will receive placement medals for each event. Medals will be purchased from the MI USAG SACC.
- All Around Placement - A minimum of 40% of each age division will receive placement medals for All Around competition. Athletes not in the top 40% will receive achievement ribbons according to the National R&P Level 4 scoring range guidelines (Level 5 will use the Level 4 scoring range guidelines.)
- All-Around achievement awards to be given according to USAG National R&P:
 - Blue Ribbon 35.00
 - Red Ribbon 33.00
 - White Ribbon 31.00
 - Yellow Ribbon 29.00
- Individual Event Achievement Ribbons – Achievement ribbons will be given to each athlete on each event according to the National R&P scoring range guidelines.
- Age divisions:
 - 6 & 7 year olds
 - 8 & 9 year olds
 - 10 year olds
 - 11 years olds
 - 12 & over
- If there are 10 or fewer gymnasts in an age division the division will be combined with an age division as allowed by USAG guidelines. If there are more than 50 gymnasts in an age group the division must be split by age.
- Team awards – **A club that has 3 or more athletes entered is considered a team and will be required to pay the team entry fee.** The top (3) scores in each individual event will count toward team standings. Trophies will be awarded to a minimum of 40 % of teams entered into the state meet competition.

LEVEL 5 “FALL SEASON” STATE MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- To enter the Level 5 Fall Season State Meet a Level 5 gymnast must have one (1) Fall Season All-Around qualifying score of a minimum of 30.00 from a Michigan SQM.

LEVEL 5 “SPRING SEASON” STATE MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- Gymnast must compete on all 4 events in at least **two** (2) Michigan SQM’s
- Gymnast must score a minimum of 30.00 all-around in **one** (1) of the Michigan SQM’s

STATE MEET COMPETITION DIVISION DETERMINATION

- MI USAG Level 5 State Meet is made up of (3) competition divisions (National, American, U.S.)
- The MI Level 5 Rep. will track all Level 5 SQM scores.
- The two highest scores for each gymnast will be averaged.
- After all scores have been averaged they will be divided by all state meet entries to determine the (3) equal competition divisions.
 - Top 33.3% National Division
 - Middle 33.3% American Division
 - Bottom 33.3% U.S. Division

COMPETITION FORMAT

- Capital Cup / Modified Capital Cup Format will be used – (equal numbers each session/ day)
- Compete two (2) U.S. divisions on Saturday morning and afternoon
- Compete two (2) American divisions on Saturday evening and Sunday morning
- Compete two (2) National divisions on Sunday afternoon and evening

AGE GROUPS DIVISIONS – Each competition division National, American or U.S., will be split into a senior session and a junior session with four (4) equal age groups in each session.

TEAM AWARDS – A club that has 3 or more athletes entered is considered a team and will be required to pay the team entry fee.

LEVEL 5 SQM AND STATE MEET AWARD GUIDELINES

LEVEL 5 SQM AWARD GUIDELINES

- SQM must provide achievement ribbons for all gymnasts on each event according to the National R&P guidelines.
- Individual Events:

Blue Ribbon	9.0
Red Ribbon	8.0
White Ribbon	7.5
Yellow Ribbon	7.0
- In the all around competition the gymnasts receiving the top ten highest all around scores will receive medals. All remaining gymnasts will receive all around achievement ribbons.
- All Around:

Blue Ribbon	35.00
Red Ribbon	33.00
White Ribbon	31.00
Yellow Ribbon	29.00
- Team Awards for SQM's – Will be awarded after each session. A minimum of 40% of the teams entered in a SQM will receive trophies. Top (3) three scores from each event will count for team placement.

LEVEL 5 STATE MEET AWARD GUIDELINES

- Individual Event Achievement Ribbons – Achievement ribbons will be awarded to each athlete on each event according to the National R&P guidelines.
- Individual Events:

Blue Ribbon	9.0
Red Ribbon	8.0
White Ribbon	7.5
Yellow Ribbon	7.0
- Individual Event Placement Medals - A minimum of 40% of each age division will receive placement medals for each event.
- All Around Placement - A minimum of 40% of each age division will receive placement medals.
- Athletes not in the top 40% of the all around competition will receive achievement ribbons according to the National R&P
- All Around:

Blue Ribbon	35.00
Red Ribbon	33.00
White Ribbon	31.00
Yellow Ribbon	29.00
- Team awards – Each division National, American and U.S., will compete for team titles respectively. The top (3) scores on each individual event for each competition division count for team awards. Trophies will be awarded to a minimum of 40 % of teams entered into each division.
- State Meet Medals will be purchased from the MI USAG SACC.

TEAM AWARDS – A club that has 3 or more athletes entered in any division is considered a team and will be required to pay the team entry fee.

LEVEL 6 FALL & SPRING STATE MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- Gymnast must compete in one (1) MI SQM; and achieve a minimum All Around score of 30.00.

LEVEL 6 FALL & SPRING SQM & STATE MEET AWARD GUIDELINES

- Individual Event Placement Medals for SQM and State Meets - A minimum of 40% of each age division will receive placement medals for each event.
- All Around Placement - A minimum of 40% of each age division will receive placement medals.
- Team Awards for State Meets – Team awards will be a minimum of 40% of the teams entered. Top (3) three scores from each event will count for team placement. Places 1st to 3rd will receive Team Placement Banners – (**State Meets Only**) the remaining 40% will receive trophies.
- Team Awards for SQM's – Will be awarded after each session. A minimum of 40% of the teams entered in a SQM will receive trophies. Top (3) three scores from each event will count for team placement.
- State Meet Banners and State Meet Medals will be purchased from the MI USAG SACC.

TEAM AWARDS – A club that has 3 or more athletes entered is considered a team and will be required to pay the team entry fee.

OPTIONAL LEVEL 7,8,9,10 STATE AND REGIONAL MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- Michigan does not have state qualifying meets for the optional level.
- Qualifying scores may be obtained at any USAG sanctioned invitational competition IN STATE or OUT OF STATE.
- A minimum score is required to qualify for any optional level State Meet
- State Meet Qualifying scores for Level 7 and 8 is a minimum of a 31.00 all around
- State Meet Qualifying scores for Level 9 and 10 is a minimum of a 32.00 all around.
- If you obtain a qualifying score in a Out of State competition, clubs and / or coaches are responsible for sending (via email, fax or standard mail) a copy of the official meet results to the appropriate Level Representative and to the State Committee Chairman.

REGIONAL MEET QUALIFYING

- Regional Meet Qualifying scores for Level 8 is a minimum of a **34.00** all around
- Regional Meet Qualifying scores for Level 9 and 10 is a minimum of a 34.00 all around.

LEVEL 9 AND 10 NATIONAL QUALIFYING

- Please refer to the USAG National R&P for qualifying procedures.

LEVEL 7, 8, 9, 10 STATE MEET AWARD GUIDELINES

- Individual Event Placement Medals - A minimum of 40% of each age division will receive placement medals for each event.
- All Around Placement - A minimum of 40% of each age division will receive placement medals.
- Team Awards for State Meets – Team awards will be a minimum of 40% of the teams entered. Top (3) three scores from each event will count for team placement. Places 1st to 3rd will receive Team Placement Banners. The remaining 40% will receive trophies.
- State Meet Banners and State Meet Medals will be purchased from the MI USAG State Committee Chairman.

TEAM AWARDS – A club that has 3 or more athletes entered is considered a team and will be required to pay the team entry fee.

XCEL STATE MEET ENTRY GUIDELINES

STATE MEET QUALIFYING

- Qualification to the Xcel State Meet - A gymnast must compete in at least one MI Xcel Competition judged by two-judge panel. If an athlete is unable to compete due to injury or illness she may be petitioned with a doctor's note to the SAC (State Administrative Committee). The petition needs to be sent to the State Xcel Rep.

XCEL STATE MEET AWARD GUIDELINES

- Individual and All Around awards must be given to each competition division. (bronze, silver, gold, platinum)
- Gymnasts not competing in the All-Around MAY have their scores count towards the team score total.
- Meet director will determine age groups with approval from the SAC (following level 7 guidelines)
- Individual Event Placement Medals - A minimum of 40% of each age division in each division will receive placement medals for each event.
- All Around Placement Medals – A minimum of 50% of each age
- Team awards must be awarded for each competition division (bronze, silver, gold and platinum).
- State Team Awards: It is recommended that at least 40% of each division be awarded.
- Please refer to the Michigan Gymnastics website for more information.
www.michigangymnastics.com

TEAM AWARDS – A club that has 3 or more athletes entered in any division is considered a team and will be required to pay the team entry fee.

INDIVIDUAL EVENT SPECIALIST (I.E.S.) STATE AND REGIONAL MEET ENTRY GUIDELINES

STATE MEET QUALIFYING FOR LEVEL 8, 9, 10 I.E.S.

- Must have one (1) qualifying score as an I.E.S. to qualify to the state meet.
- Gymnast must be entered into the qualifying meet as an I.E.S.
- Gymnast may not use an event score for an all-around competition to enter the State Meet as an I.E.S.
- An I.E.S. scores can count towards state meet team scores.
- **Gymnast must be designated as an I.E.S. on the State Meet entry form.**
- State and Regional Meet Entry Fees are the same for both All Around and I.E.S.
- Level 8 I.E.S. **State Meet** Qualifying Score: 7.75 per event.
- Level 9 & 10 I.E.S. **State Meet** Qualifying Score: 8.00 per event.
- I.E.S. dose not apply for Level 7.

REGIONAL MEET QUALIFYING FOR LEVEL 8, 9, 10 I.E.S.

- Level 8 I.E.S. **Regional Meet** Qualifying Score: 9.0 per event.
- Level 9 & 10 I.E.S. **Regional Meet** Qualifying Score: 9.0 per event.

MOBILITY SCORE FOR I.E.S.

- Mobility score for advancement to the next level for I.E.S. for Level 8 and 9 is 8.50 per event.

GYMNAST CHANGES TO A NEW CLUB DURING THE COMPETITION SEASON

GYMNAST MOVES OR CHANGES TO A NEW CLUB.

- If a gymnast moves or changes to a new club during the competition season, both organizations must email the appropriate SAC level representative with the date the change will go into effect. The gymnast may compete for individual event and all around awards. The gymnast scores **may not** count towards State meet team scores until the gymnast has been with the new club for **30 days or more**.
- It is recommended that all outstanding fees from the prior club be taken care of before starting at a new club.

AGE INFORMATION

MINIMUM AGE REQUIREMENT

- All gymnasts must reach the minimum age for the level **before competing in any USA Gymnastics sanctioned competition.**

MICHIGAN LEVEL DECLARATION FOR STATE MEETS.

- The Michigan level declaration date is the State Meet entry deadline date for “EACH LEVEL”.

PETITION PROCEDURES

INJURY OR ILLNESS PETITIONS TO STATE CHAMPIONSHIPS

- Injury or illness petitions **must** be sent to the Michigan level representative. Please use the “USAG Injury Petition Form” in the MI R & P or National R & P.
- This includes “Event Specialists”.
- Refer to the USAG Injury Petition Form for deadline date.

INJURY OR ILLNESS PETITIONS FOR ALL REGIONAL CHAMPIONSHIPS:

- Injury or illness petitions **must** be sent Hillary Carlson - RJD according to the National USAG R&P. Please use the “USAG Injury Petition Form” in the MI R & P or National R & P
- Mail all as instructed to Hilary Carlson. You may wish to call her to indicate that the petition is coming.
- Refer to the USAG Injury Petition Form for deadline date.

OTHER PETITIONS

- Drop backs for extenuating circumstances should be sent to the SACC. You need to send a letter explaining the circumstances and a video of the gymnasts’ skills on each event. Please refer to the National R & P.
- Other inquires such as technical questions, problems, and proposals should be sent to the SACC.

PROCEDURES FOR FILING A GRIEVANCE AGAINST A MI USAG PROFESSIONAL MEMBER

Please use the following guidelines in order to file a complaint or grievance against a Michigan USAG Professional Member. This includes coaches and judges:

- File a written detailed, signed letter within 3 days of the infraction to the SACC in regards to the complaint or grievance.
- A copy of this letter will be sent to the individual(s) accused.
- After receiving a rebuttal from the accused within 10 days, the SAC will meet to discuss any possible action that may be taken.
- If a problem occurs during a USAG Sanctioned competition it must be reported to the meet director and the meet referee at that meet.
- The meet officials will receive a copy of the grievance and will be consulted by the SACC.
- The SACC will send a response to all parties regarding the outcome of the SAC’s investigation.
- The USAG National Office will be notified if the infractions violate the Women’s Operating Code or the USAG Women’s Program Rules and Policies.

SQM AND STATE MEET HOST REQUIREMENTS

It is the responsibility of the meet directors to follow these requirements.

- The meet director must have taken and passed the meet directors exam, be safety certified and be a USAG Professional Member in good standing.
- Follow all National and Michigan R&P.
- Decide on meet format and scheduling using the National R&P.
- The meet site must have updated, safe equipment and matting that meets the National R&P standards.
- Charge the appropriate entry fees and team fees according to the MI R&P
- Provide the appropriate individual and team awards for the SQM or State meet you are hosting according to the MI R&P.
- The meet director must provide final meet information to the competing gyms attending your meet a minimum of ten (10) days prior to the meet.
- The meet director must provide meet information to the judges attending the meet a minimum of ten (10) days prior to the competition.
- The gym must be nicely decorated, cleaned, and properly organized for the enjoyment of all involved.
- The gym must be available for the SQM and State Meet **all day** Saturday and Sunday. Fun Meets and Invitational's may not take priority. If hosting an "invitational" or "fun meet" along with the SQM or State meet the meet schedule must be approved by the SAC.
- Team entry fees collected for SQM's and State Meets will be used entirely for team awards.
- State meet medals must be ordered from MI-USAG. Contact Jim Comiskey at (989) 832-3045 or mgtc@sbcglobal.net to order your medals. **You will receive an invoice for the total medals ordered. The invoice must be paid the Monday after the State Meet entry deadline. Each order will be shipped directly to your gym. Each medal is wrapped in a plastic bag. Unused medals must be returned in the individually wrapped plastic bags in order to receive a refund. All medals must be returned within two weeks after the State Meet.**
- State Meet hosts will award "**Team Banners**" for teams finishing first, second, and third at Level 6,7,8,9, and 10 State Meets. You must purchase the state meet banners from MI-USAG. Contact Jim Comiskey at (989) 832-3045 or mgtc@sbcglobal.net to order.
- For "in gym" SQM admission fees are \$5.00 for adults (18 yrs +) and \$3.00 for seniors (62 yrs +) and children (under 18 yrs).
- For "in-gym" State Meets admission fees are \$7.00 for adults (18 yrs +) \$5.00 for seniors (62 yrs +) and children (under 18 yrs)

- For “out of gym” SQM and State Meets admission fees will not exceed \$10.00 for Adults (18 yrs+) \$7.00 for seniors (62 yrs +) and children (under 18 yrs)
- Meet directors must file a meet report after each SQM and State Meet. This report may include any issues that may have come up during the competition. Complaints, compliments or concerns should also be included.
- Coaches packets should include the SQM & State Meet site evaluation form. Any forms collected should be returned with your meet report.
- Open scoring should be done at the Michigan level 7,8,9 & 10 State Meet.

SPRING SEASON 2 SITE SQM MEET ORGANIZATION PROCEDURE

This procedure is for meet directors to follow when more than one SQM is scheduled on the same weekend.

- All entries forms and the envelopes they were sent in must be kept on file in the order they were received in. (postmark date verification)
- Meet directors are required to accept all entries that are postmarked 10 days or more prior to the date of the competition.
- Meet directors can only except up to the maximum allowable amount of 280 entries.

Two weeks prior to the deadline:

- Both meet directors must communicate regarding the number of entries received for each meet host.
- If one club is over 280 entries they must contact the SACC – Jim Comiskey for procedures to send the overflow to the second club.
- Any entries received by either club after the overflow has been transferred must be reviewed by the SACC.

If a club does not accept the transfer to the overflow meet site, their entry form and fees will be returned.

SQM AND STATE MEET SANCTION REPORTING PROCEDURES

WITHIN 24 HOURS

- Mail a copy of the sanction report form to:

USA Gymnastics Sanctions
132 E. Washington Street, Suite 700
Indianapolis IN 46204
- Mail a copy of the sanction report form, plus \$1.00 per gymnast entered to:

Bobbi Montanari, RACC
2881 Scioto-Darby Executive Ct., Hillard OH 43026
(Make checks payable to: Region 5 USAG)
- Send Level 8, 9 and 10 State Meet results to:

Char Christensen, RTCC
1260 Churchbell Way, Columbus, OH 43235
- Level 8,9,10 State Meet hosts: mail Regional entry forms to the appropriate Regional Meet Host by “**next day mail**”.
- **Within 24 hours** email Level 8 State Meet results (in an Excel format) to Ed Gibson: freded8@aol.com

WITHIN 48 HOURS

- Level 5 and 6 SQM’s and State Meets. Mail a copy of the sanction report form, plus \$1.00 per gymnast entered to:

Jim Comiskey, SACC
1111 E. Wackerly St., Midland MI 48642
- Level 4, 7, 8, 9, 10 and Prep Opt. State Meets. Mail a copy of the sanction report form, plus \$2.00 per gymnast entered to:

Jim Comiskey, SACC
1111 E. Wackerly St., Midland MI 48642
(Make checks payable to: MI-USAG)
- Email all SQM and State Meet results in an excel format to the SACC: mgtc@sbcglobal.net
- Email all SQM and State Meet results in an excel format to the appropriate MI-USAG SAC Level Representative.

WITHIN 6 WEEKS

- Email or mail a copy of the USAG Financial Report Form for SQM & State Meet to:

Jim Comiskey, SACC
1111 E. Wackerly St., Midland MI 48642

Email – mgtc@sbcglobal.net

INVITATIONAL SANCTION REPORTING PROCEDURES

WITHIN 24 HOURS

- Mail a copy of the sanction report form to:

USA Gymnastics Sanctions
132 E. Washington Street, Suite 700, Indianapolis IN 46204

- Mail a copy of the sanction report form, plus \$1.00 per gymnast entered to:

Bobbi Montanari, RACC
2881 Scioto-Darby Executive Ct., Hilliard, OH 43026

(Make checks payable to: Region 5 USAG)

WITHIN 48 HOURS

- Email Invitational meet results for levels 4,7,8,9,10 & PO to the appropriate MI USAG SAC Level Representative.

PROCEDURE FOR VERIFYING PROFESSIONAL AND ATHLETES USA GYMNASTICS NUMBERS

- Log Into: www.usa-gymnastics.org
- Log in using your user name and password
- Click “Member Service” tab
- Click “Sanctions”
- Click “My Sanctions” (sanction screen will pop up)
- Click on “Your Current Sanction”
- Click “Verify Membership”
- Check “Member Type” (Professional or Athlete)
- Check “All”
- Enter Professional or Athlete Number. Use space or comma between each number. (number entered is determined by what member type you checked)
- Click Submit

All coaches must show their USA Gymnastics professional membership credentials at check-in for every USAG sanctioned competition.

Meet directors must verify that all coaches signing into the competition have their USA Gymnastics credentials with them. Each meet director must follow the same procedure for the coaches as they do for the athletes. Check to make sure if professional memberships are current.

MI USAG SQM AND STATE MEET SITE SELECTION CRITERIA

The SAC will follow this procedure when selecting meet sites for MI USAG State Qualifying Meet (SQM) and State Meets.

- In June the SAC JO Representative will post a SQM and State Meet competition calendar for the upcoming competition season.
- The SAC will solicit bids to host a SQM or State Meet.
- The bid form and information will be posted on the MI USAG web site:
www.michigangymnastics.com
- Bid forms will be submitted electronically by a deadline date that will be set in July.
- Bids must be received by the posted deadline date for consideration.
- The SACC will collect all bid information and present it to the SAC.
- The SAC will consider bids on the following:
 - Meet hosting experience
 - Meet site facility
 - Geographical area
 - Meet host or support group (Booster Club) large enough to staff meet.
 - Follows USAG and MI R&P
 - Meet format.
 - Type of equipment to be used and does equipment meet R&P specs.
 - Type of scoring system to be used.
 - Hospitality for judges, coaches and participants.
 - Host in good standing with USAG.
 - SAC will also use the “Meet Site Evaluation” forms from the previous year competition season.
- When considering a bid that has been submitted by a SAC member, that SAC member will be excused for the discussion and vote for that meet selection
- SQM and State Meet bids are awarded based on the information provided on the bid form. If any changes to that information are made the SAC will have the option to re-award the SQM or State Meet.
- After bids have been awarded the SACC will send an “Acceptance Letter” and “Meet Agreement Form” to the host clubs. The host club / meet director will return the agreement form by the posted deadline.

MI USAG JUDGES SELECTION CRITERIA FOR “STATE MEET” ASSIGNMENTS

- The MI NAWGJ will send a list of recommended judging panels for each State meet to the SAC. The NAWGJ will base its recommendation on the following:
 - Judges rating
 - Judging experience with Regional and National meets
 - Clinic involvement
 - Professionalism and experience
 - Major invitational meets judged
 - Potential car-pooling
- The SAC will approve or reject the judging panels for each State meet based on the information above.
- If the SAC rejects a judging panel or member of a judging panel, the NAWGJ will have a list of pre-approved judges to replace the judging panel or a member of a judging panel. The NAWGJ will then resubmit the recommendation for approval.
- Once all judging panels are approved the SACC forwards the information to the MI NAWGJ, RTC and RCC.
- If the SAC does not accept a lower level judging panel or a judge from a panel, the NAWGJ will be allowed to replace that judge from a higher-level State meet that the SAC has already approved.

MI USAG JUDGES SELECTIONS CRITERIA FOR “REGIONAL MEET” ASSIGNMENTS

- The MI NAWGJ will send a list of recommended judges to the SACC.
- From that list the SACC will produce an electronic judges ranking survey to present to the SAC.
- A deadline is given to the SAC as to when the electronic “Judges Ranking Survey” is to be returned to the SACC.
- The SAC will take under consideration the following information when completing their judge’s survey:
 - Judge’s rating
 - USAG optional meets judged
 - Participation in major clinics and training camps
 - Professionalism and experience
- SAC will put the judges in rank order.
- SAC will then be asked to give a “power number” to each judge. The “power number” will be based on a scale from 1 to 10 (1 = BEST – the judge is a standout. 10= WORST – the judge may not be ready for a Regional assignment)
 - *Example A of a “power number” – Judge Abigail – committee member “power number” is a (3) – this judge would be considered fairly strong.*
 - *Example B of a “power number” – Judge Bertha – committee member “power number” is an (8) – this judge needs work and is not considered very strong.*
- When all judges ranking surveys have been completed, the SACC will total each judge’s “power number” and calculates the average “power number”.
- The average “power number” will be used to compile a list of judges. A judge’s average “power number” must meet or be less than the calculated average “power number” for consideration to the next selection step.
- From the judges’ average “power number” list, the SACC will calculate the average rank order of the judges on the list.
- From the average rank order list, the SACC will use the judges’ average rank order and compile a list of the top 14 judges to present to the RCC & RTC for Regional meet consideration.

RESPONSIBILITIES OF THE MEET DIRECTORS REGARDING ASSIGNED OFFICIALS

The following information should be sent to all judges assigned to SQM's, State Meets, Fun Meets and Invitationals. This information should be sent via U.S. mail and email.

- Date(s) of the meet.
- Indicate **Sanctioned and Un-Sanctioned Fun Meets**.
- Send meet information a minimum of **ten (10)** days prior to your meet. This should include meet schedule, reporting times, location of meet with map and directions, lodging with phone numbers and directions to the hotel.
- Meet directors contact information cell phone number and email.
- Dates hotel rooms will be provided for the judges.
- When and where the meals will be provided.
- Meet information indicating levels of gymnasts, mixed groups, numbers, etc.
- Information should be sent to the judges as soon as possible i.e.: when meet information is sent to the gyms.
- Judges should report 30 minutes prior to march in for local and invitational competitions unless otherwise specified by the Meet Referee.
- Reporting time for those competitions requiring video analysis may be up to 1 hour prior to march in.
The Meet Referee will specify reporting time.
- Fees are based upon the contracted March-In Time
- Problems have occurred due to lack of communication with the judges. We would appreciate your consideration of this request.

JUDGES MEALS

Minimum requirements at Michigan Competitions (Sanctioned and Un-Sanctioned Meets)

Breakfast

- a meal which includes fruit (ex., fruit salad) - a good continental breakfast
- a hot or semi hot meal (ex., quiche)
- If you choose not to serve breakfast - a \$10.00 charge will be assessed for over-night meets.

Lunch & Dinner

- Lunch and dinner should be a healthy ample meal.
- Fast food is not recommended for a Judges meal
- It is suggested that lunch and dinner plans and food selection should be communicated with the meet referee prior to the competition

MICHIGAN NAWGJ

Georgette Dupke, State Judging Director

Welcome to the 2011-2012 competitive season. Once again we are asking for your help in making our job of assigning officials more manageable.

Please follow these guidelines in requesting judges:

- Meet requests should be sent to Linda Morton no later than Nov. 1, 2011.
- **YOUR MEET REQUESTS MUST BE ON THE OFFICIAL FORM.** A form is included in the MI R & P. Please make copies as needed. Requests will be handled on a “first come, first serve” basis.
- All meets will be assigned by the NAWGJ assignor for a fee of \$3.00 per judge. Requests made less than 30 days prior to competition will be assessed \$5.00 per judge. Even if the meet is canceled, this fee will be assessed.
- A one level meet will be assigned for one day only. It is easier to add judges for a second day if entries warrant it.
- Judges for combined meets (various levels) will be assigned based upon the highest rating needed.
- IT IS THE RESPONSIBILITY OF THE HOST CLUB to send notice of times, maps, and meet information a minimum of **ten (10) days** prior to the meet. It would be helpful if a list of the judges could be included so appropriate carpools can be arranged.
- Judges who are canceled less than seven days prior to a meet will be paid three full hours according to their rating.
- When a scheduled two-day meet drops to a one-day meet, the contract has been altered and is no longer in effect. It is the Meet Director’s responsibility to contact all the judges and the assignor.
- Please do not change the level of the meet less than **ten (10) days** prior to the meet. We cannot guarantee to meet your requests for judges under these circumstances.
- You will receive pay sheets in the mail prior to the meets. The designated meet referee will prepare the sheets for you. The Meet Director keeps the top white copy of the pay sheet and mails the other two copies to Linda Morton the day following the meet. A self addressed-stamped envelope will be provided for this purpose. Also, the assigning fee can be paid and mailed in the same envelope following each meet. Please indicate with a “C” if judges returned contracts to you.

Thank you for your help and support. Good luck with the 2011-2012 season.

Georgette Dupke
36151 Waltham
Sterling Heights, MI 48310
Phone: (586) 268-1483

MI NAWGJ Judges' Request Form
FILL OUT ONE FORM FOR EACH MEET YOU ARE PLANNING TO HOST

Judges assigned at a rate of \$3.00 / \$5.00

CLUB:	DATE:
ADDRESS:	
CITY and ZIP:	PHONE:
LOCATION of MEET:	
CLUB E-Mail:	
DATE (S) OF MEET: Only list 1 day unless it will definitely be a 2-day meet	

LEVEL OF COMPETITION: Circle or highlight **ALL** that apply

Sanctioned Meet								
2 judge panels	10	9	8	7	PREP OPT	6	5	4
FUN MEET								
1 judge panels	5	4	3	2				
ribbons only								
Number of Judges Requested:								

Meet Director (s)	
NAME:	
ADDRESS:	
CITY and ZIP:	
PHONE:	
Best time to call	
E-mail:	

Mail or E-mail completed form to: **Terry Zillich - 21324 Briarcliff St. Clair Shores, MI 48082**

Phone :586.294.9124 Email:
t_zillich@hotmail.com

For NAWGJ Use
Request received:

SQM & State Meet Site Evaluation

Michigan USA Gymnastics

Meet Directors: Place a copy in each coach's and judge's packet

Meet Name: _____ Level & Type: _____ Meet Date(s): _____

Meet Location: _____ Meet Director: _____

Rate each category from 1-10. (1 = poor, 10 = excellent).

Positive criticism is helpful for growth.

If there is a category that you have no knowledge of, or does not apply to you, please leave category blank.

This evaluation will be used in the future awarding of meet site bids. Please use **FACTS** to support your evaluation. **FOR ALL RATINGS BELOW 4, PLEASE ELABORATE IN THE SPACE PROVIDED AND/OR ON THE BACK OF THIS FORM.** Please feel free to contact the appropriate MI -USAG Committee Member if you have any questions. This form must be signed by a USAG Professional Member.

CATEGORY:	RATING: 1 - 10	EXPLANATION: For a rating below 5, please elaborate in the space provided.
Pre Meet Information Complete & Received On Time		
Schedule (convenient, efficient, etc.)		
Did Meet Run On Schedule?		
Parking		
Competition Area		
Equipment/Matting		
Awards		
Support Staff		
Meet Director's Understanding of R & P		
General Meet Operation		
Restrooms (Public Coaches) please circle		
Hospitality		

Additional Comments: (Use back if necessary)

Signature

USAG Pro #

Coach Owner Judge
(please circle one)

Printed Name

Club Affiliation

***Please send your evaluation to the MI USAG SACC and the appropriate Level Rep.
(To insure your opinions are being heard, feel free to send a copy to any other board member):***

Please send to: Jim Comiskey 1111 E. Wackerly Rd. Midland MI 48642 Email: mgtc@sbcglobal.net Fax: 989-832-2278	Level Rep information can be found online at: www.michigangymnastics.com or in your MI R & P
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USA GYMNASTICS

FINANCIAL REPORT

Name of Event Level _____

SQM / State _____

Date of Event _____

Meet Director _____

INCOME:

Admissions: \$ _____

Entry Fees: Number of Entries _____ x \$ _____ (Entry Fee) = \$ _____

Sponsor's Contribution / Program Ads \$ _____

Concession \$ _____

Programs \$ _____

Vendors \$ _____

TOTAL INCOME \$ _____

EXPENSES:

Facility Rental \$ _____

Custodial Fees \$ _____

Equipment Rental \$ _____

USAG Sanction Fee \$ _____

State & Regional Meet Tax \$ _____

Judge Assigner's Fee \$ _____

Judge:

 Fees \$ _____

 Transportation \$ _____

 Hotel \$ _____

 Meals \$ _____

Awards \$ _____

Duplication of Forms \$ _____

Postage \$ _____

Phone \$ _____

Concession/Programs \$ _____

Decorations & Supplies \$ _____

TOTAL EXPENSES \$ _____

NET PROFIT (LOSS) \$ _____

Signature of Event Director: _____

Contact Phone: _____

Email: _____

Directors please return report to: SACC

RETURN DEADLINE: 6 weeks following the Michigan SQM or State Meet.



Injury Petition Form
Deadline 3 days following the last qualifying meet.

For State Championships: send to State Administrative Committee Chairman
For Regional Championships: send to Regional Technical Committee Chairman (or other designated person) *Note: Notify the RACC by the Monday following the State Meet of any athletes who intend to petition to Regionals.*

Refer to Part Two, Section V: Injury or Illness Petitions (pages 49-50) in the current Rules & Policies for specific information regarding petitions.

** If this form is not completed correctly, it may not be accepted. It is the responsibility of the coach to provide all necessary information

Meet Petitioning To: _____

Gymnast's Name: _____ USAG # _____

Birth date: _____ Age and Level _____

Coach's Name: _____ Phone Number: _____

Gym Name: _____ Coach's Cell Phone # _____

Address: _____

City: _____ State: _____ Zip Code: _____

Fax Number: _____ E-Mail Address: _____

1. Photocopy Results of a minimum of 1 Sanctioned Meet:

Meet: _____ Date: _____

Scores: Vault: _____ Bars: _____ Beam: _____ Floor: _____

All Around Score: _____

2. Physician's written verification of illness or injury and release to return to gymnastics activity. Please specify the DATE of return.

USAG
Value Part Evaluation Form (J.O. and Elite)

REGION 5 NEW ELEMENT EVALUATION COMMITTEE:
Char Christensen, RTC, Carole Leidtke, Judy Dobransky, Sandy Oldham

This form (6 copies) plus a self-addressed, stamped envelope must be submitted to Char Christensen, **1260 Churchbell Way, Columbus OH 43235**, in order to officially request evaluation of elements not listed in the FIG Code of Points or the USAG Supplement. You will receive a temporary RTC (and Region V Committee) evaluation for the element you submit which will be valid for one competitive year up to and including National Championships. Region V will up-date and publish a valid list each fall which will be dated and may be carried and accompany your form. Coaches will be notified of any changes in value made on these lists for their submitted element. During competition, should there be a different evaluation of the same element on forms from different RTC's, the chief judge should use the higher value for that competition and send notifications to each of the RTC's.

A video tape (non-returnable) may be sent along with the forms. There should still be a stick figure drawing on the form for judges' use at competitions.

When this form is returned to you with an element evaluated and the proper RTC verification signature, you as coach, are required to carry the form with you to all competitions and present it to the Meet Referee prior to the Judge's Meeting that precedes the competition. **NO OTHER FORM OR VERIFICATION WILL BE ACCEPTABLE.**

Coach's Name _____ Club or College _____

Address _____ City/State _____ Zip _____

Phone _____

EVENT _____

Element Name _____

Element Description (please describe and draw the element)

RATING OF ELEMENT E D C B A No Value

U.S.A.G. Women's Technical Committee Verification Signature

Region _____ RTC _____

Date _____

NOTE TO RTC: Please return one copy of this form to the coach; keep one copy for your files.

NOTE TO MEET REFEREE OF J.O. NATIONALS

Copy and forward all submitted elements to the National Technical Chairman for evaluation at the next meeting.

SENIOR GYMNAST PROFILE

NAME _____

CLUB AFFILIATION _____

NUMBER OF YEARS IN GYMNASTICS _____

Present level of competition _____

Number of years at that level _____

Strongest Event _____

GYMNASTICS

ACHIEVEMENTS _____

HIGH SCHOOL INFORMATION

High School _____

City _____

GPA _____ Extra Curricular Activities _____

Honors _____

ADDITIONAL ACCOMPLISHMENTS _____

POST HIGH SCHOOL ASPIRATIONS _____

Please return form to the appropriate level representative.

Return this form postmarked by March 1st.