

**Ice Skating Queensland Inc
PROCEDURE
for
ISA TEST APPLICATIONS**

Authority The ISQ Inc Council

Application To inform members of the procedure to follow when applying to skate an ISA Test

Effective from
May 2004

Review date
May 2007

Procedure No.
004-04

- Applications for tests will be accepted only upon the receipt of a completed Test Application Form, including endorsement by a coach, and the receipt of the prescribed test fee (s).

- Applications for testing at Iceworld Acacia Ridge, Iceworld Boondall and Iceworld Logan have to include the prescribed ice fee(s). Applications for tests at the rinks at Gold Coast, Townsville should only include the Test Fee(s).

- Applications for tests at Acacia Ridge, Boondall and Gold Coast must be received by the due date as per the advance notice of scheduled test dates. Applications for tests at other rinks must be received 14 days before the scheduled test date.

- Please note that test fees will be forfeited unless seven (7) days notice of cancellation is given prior to the scheduled test date unless cancellation is for medical reasons in which case a medical certificate must be supplied. All cancellations must be notified to ISQ Inc. State Headquarters Administration Office at Iceworld Acacia Ridge either by fax listed on test notice or personally to the Judging Convener or to the State Administrator. Messages left with rink staff, other judges or coaches are not acceptable.

- Give the completed test form to the Test Convenor at your rink by the closing date specified on the Test Schedule.
- If there is no test convenor send to:

**The Administrator,
PO Box 82
Archerfield 4108**

Or deliver to Iceworld Acacia Ridge

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