

2017-2021

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## MEMORANDUM

**TO: ALL FINA MEMBER FEDERATIONS IN EUROPE**

**FROM: FINA Office, Lausanne**

**DATE: 9<sup>th</sup> October 2019**

**RE: FINA Artistic Swimming Certification School for Judges / 29 November – 1 December 2019 Vienna, Austria (AUT)**

**NUMBER OF PAGES INCLUDING THIS ONE: 5**

Dear Friends,

I have the pleasure to send you the following information concerning the organisation of the **FINA Artistic Swimming Certification School for Judges** scheduled to be held in Vienna, Austria (AUT), from 29<sup>th</sup> November to 1<sup>st</sup> December 2019.

Please note the following information related to the designation & courses for Artistic Swimming judges:

- The objective of the FINA Artistic Swimming Certification Schools for Judges is to establish a universal, standardized judges training and testing system that will prepare and certify highly qualified FINA List Judges in A or G category.
- Please note that to be considered for judging at a FINA Competition, a judge must have successfully passed the Judges Exam administered at one of the FINA Artistic Swimming Certification Schools every four years. In addition, each FINA certified judge must annually take the online FINA Artistic Swimming – Exam for Certified Judges.
- The FINA Artistic Swimming Certification Schools are for those judges on the current FINA List. At least ten (10) FINA Judges must attend in order to have a Certification School.
- The maximum number of participants in a FINA Artistic Swimming School is 30.

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- One coach per Federation is allowed to attend as an Observer provided that he/she is registered through the GMS by the established deadline and that the maximum number of participants has not been reached.
- If there are additional spaces available, FINA age eligible active national level judges (65 years old and under) and active national level coaches registered through the GMS as an Observer may fill the remaining spots.
- The participants' approval will be done based on the time of registration in the FINA GMS and according to the priority for attendance established in the [FINA AS Manual 2017-2021](#).
- The official working language for the FINA Artistic Swimming Certification Schools is English.
- For the written exam, the use of interpreters, electronic devices and online resources is not permitted. Paper dictionaries are allowed but must be shown to the instructor.
- If a participant is absent one day from the school, he/she cannot take the test. If the candidate is absent a half day for unusual circumstances, he/she must provide the reason for his/her absence and the instructor will determine whether he/she is allowed to take the test.
- To receive certification, a candidate must attend a Certification School and pass the test with a minimum score of 85% for A Judges and 80% for G Judges.
- Judges who do not pass the exam may take it a second time by no later than 1st November, either at a FINA Artistic Swimming Development or Certification School. Judges rewriting the exam must be registered through the FINA GMS and may choose to attend the entire course or to sit for the exam.
- The procedure for FINA A/G Judges who have failed twice or missed the exam and any further information concerning the Artistic Swimming Judges certification process is available in the [2018-2021 AS Certification Pathway](#).

Please find below the details related to the organisation of this course:

<b>DATE:</b>	<b>Arrival:</b>	28 <sup>th</sup> November 2019
	<b>Course:</b>	29 <sup>th</sup> November – 1 <sup>st</sup> December 2019
	<b>Departure:</b>	2 <sup>nd</sup> December 2019

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**PARTICIPANTS:**

Each National Member Federation may nominate Artistic Swimming judges and coaches for this course.

**REGISTRATION:**

All participants must be registered **by the 8<sup>th</sup> November 2019** in the FINA General Management System (GMS) using your federation login details. The link to the FINA GMS is <https://data.fina.org>.

Please kindly note that the specific discipline of the school must be added to the attendee's GMS profile as well as his/her personal email address in order to submit the registration.

If you require any assistance with the registration, please contact [aquaticsdb@fina.org](mailto:aquaticsdb@fina.org)

**NATIONALITY:**

Please take into consideration that when a competition official represents his/her country in a competition, he/she shall be a citizen, whether by birth or naturalisation, of the nation he/she represents, provided that a naturalised citizen shall have lived in that country for at least one year prior to that competition (FINA Handbook - Edition 2017, General Rules 2.5).

**PLACE:**

Vienna, Austria

**ARRIVAL AIRPORT:**

**Vienna International Airport (VIE)**

**TRAVEL:**

Each National Federation is responsible for the travel expenses of the nominated judges or coaches.

Due to the limited number of spots, we kindly ask you to not book any flight tickets until your participants have been approved.

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**VISA SUPPORT:**

Please contact the Austrian Swimming Federation if you require visa assistance.

**ACCOMMODATION:**

Each National Federation will cover the accommodation expenses of the nominated participants.

**Motel One Vienna-Prater**

Ausstellungsstrasse 40  
1020 Vienna

**Website:** [Click here](#)

**Single room:** 160 EUR/night (full board)

**Double room:** 260 EUR/night (full board)

**RESERVATIONS:**

To make a reservation, please contact the Austrian Swimming Federation.

**LOCAL TRANSPORT:**

Transfers from and to the airport will be provided by the OC for those participants accommodated at the official hotel.

In order to organise the local transportation, please provide the participants' flight arrival and departure details to the Austrian Swimming Federation.

**MEETING VENUE:**

**OSV Office**

Engerthstrasse 267-269  
1020 Vienna

**PROGRAMME:**

Please find attached the school programme.

**MATERIAL:**

Each participant must print and bring a hard copy of the [Artistic Swimming Manual 2017-2021](#) and the [FINA Artistic Swimming Rules](#). No electronic devices will be permitted during the exam.

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**OC CONTACT:**

**Bernd Wolfsberger**

**Email:** [office@schwimmverband.at](mailto:office@schwimmverband.at)

**Phone:** +43 676 9320588

We strongly believe that the FINA Artistic Swimming Schools for Judges will powerfully contribute to the improvement of our sport.

For any further details please contact the FINA Office in Lausanne:

**Contact Person**

**Pere Miró**

**FINA Development Department**

**Chemin de Bellevue 24a/24b**

**1005 Lausanne, Switzerland**

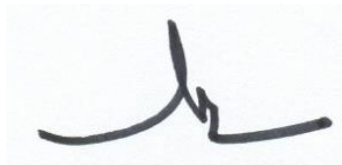
**Tel: (41-21) 310 47 10**

**Fax: (41-21) 312 66 10**

**Email:** [schools@fina.org](mailto:schools@fina.org)

We look forward to receiving your nominations through the FINA GMS **by no later than the 8<sup>th</sup> November 2019.**

Yours Sincerely,



**Cornel Marculescu**  
**FINA Executive Director**

CM/mc