



Approved By: Management

Effective Date: October, 2014

Updated: September 2017

## Alberta Alpine Ski Association

### FIS Entry Procedures

#### Application

- Applies to ALL Canadian FIS athletes who are registered through Alberta Alpine Ski Association (AASA)

#### INTERNATIONAL ENTRIES (INCLUDES USA)

- All race entries for international FIS races including USA events, must be submitted online via the use of the online registration system. This is a mandatory race entry system for all international races (including USA).
- The registration system requires FIS entries to be generated at minimum 2 weeks (14 days) prior to the first race day.
- For athletes that wish to be entered within the 14 day time frame, entries MUST be submitted to [cam@albertaalpine.ca](mailto:cam@albertaalpine.ca) and [raceentries@alpinecanada.org](mailto:raceentries@alpinecanada.org) on an official FIS entry document with coaches included. Additional entries will not be accepted within 24hours of the first Team Captains' meeting.
- Please use the following link to access the system;  
<http://fisraceentrycalendar.alpinecanada.org/>
- Alberta Alpine will allow coaches representing Albertan Athletes direct access the site to allow you to manage your entries out of country.
- Athletes registered through the system are NOT considered officially entered in the race until final confirmation has been provided from ACA and the PSO.
- All changes (withdraws, additions etc.) within two weeks of the event MUST be communicated via email to [cam@albertaalpine.ca](mailto:cam@albertaalpine.ca) and [raceentries@alpinecanada.org](mailto:raceentries@alpinecanada.org).
- AASA will allow coaches representing Albertan Athletes direct access the site to manage entries out of country.
- NO race entries will be accepted from any individuals (athletes, coaches, officials etc.) outside of this race registration system, so it is critical that approved personnel register and access the system.
- For those new users there is also a 'how to' YouTube video to walk you through step by step the system and entry process. It is highly recommended that everyone views the video upon their first time use of the system. You can find the video link here; <https://www.youtube.com/watch?v=DOjuMWVxLPM>

#### CANADIAN RACE ENTRIES

##### **Western Canada (AB & BC)**

- For FIS races in Alberta in Western Canada, Coaches representing Albertan athletes may submit entries directly to the ROC as per listed timelines.
- All race entries must be submitted on the official FIS RACE ENTRY FORM (EXCEL VERSION). Please see attached.



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### **Eastern Canada (ON & PQ)**

- For any FIS races outside of Western Canada (AB & BC) coaches must submit entries no later than 3 weeks (21 days) prior to entry deadline to the Alberta Alpine Ski Association Athletics Director (AASA AD) at [cam@albertaalpine.ca](mailto:cam@albertaalpine.ca)
- The AASA AD will compile all AB entries and submit to the appropriate PSO 2 weeks prior to entry deadline and will confirm entry with AB coaches once received from the ROC.
- All race entries must be submitted on the official FIS RACE ENTRY FORM (EXCEL VERSION). Please see attached.
- Athletes registered are not considered officially entered in the race until final confirmation has been provided from the ROC and the PSO.
- Alberta Alpine Ski Association reserves the right to limit entry to races out of region that conflict with Western Series Races.

### **Canadian NORAM Cup Races**

- For all Canadian NAC Races Coaches must submit entries no later than 3 weeks prior to entry deadline to the AASA AD at [cam@albertaalpine.ca](mailto:cam@albertaalpine.ca) Race entries submitted to AASA past the 3 week (21 days) will not be accepted.
- The AASA AD will compile all AB entries and submit to ACA no later than 2 weeks prior to the race entry deadline. It is at the PSO's discretion as to who receives the protected quota.
- All race entries must be submitted on the official FIS RACE ENTRY FORM (EXCEL VERSION). Please see attached.
- Athletes registered are not considered officially entered in the race until final confirmation has been provided from ACA and the PSO.

### **Canadian National Championships/ Canadian U19 National Championships**

- For all Canadian NAC Races Coaches must submit entries no later than 3 weeks prior to entry deadline to the AASA AD at [cam@albertaalpine.ca](mailto:cam@albertaalpine.ca) Race entries submitted to AASA past the 3 week (21 days) will not be accepted.
- The AASA AD will compile all AB entries and submit to ACA no later than 2 weeks prior to the race entry deadline. It is at the PSO's discretion as to who receives the protected quota.
- All race entries must be submitted on the official FIS RACE ENTRY FORM (EXCEL VERSION). Please see attached.
- Athletes registered are not considered officially entered in the race until final confirmation has been provided from ACA and the PSO.

### **ALBERTA CLUB TRAVEL EXCLUSIONS**

- To ensure FIS racing in Western Canada is well supported and sustainable for future generations, the AASA will restrict all Alberta Club athletes from racing outside of the region during the following dates:
  - 2-3 December 2017
  - 18-21 December 2017
  - 29 December 2017
  - 3-6 April 2018
  - 14-15 April 2018
- This does not apply to Alberta registered athletes racing and training in out of province programs provided they have been added to the AASA & ACA Academy, University, College (AUC) list.