



Attn: FIG-affiliated National Federations

**DIRECTIVES AND INVITATION LETTER
XIII CYCLE (2013-2016)
RG INTERNATIONAL JUDGES' COURSE
29.1. - 4.2.2013
Vienna - AUT**

Dear President,

Your RG judges are kindly invited to take part in the RG International Judges Course (2013 – 2016) to be organized in Vienna (Austria)

The Course will be held in accordance with the following FIG Rules:

- ✧ **RG Code of Points 2013-2016**
- ✧ **General FIG Rules for Judges 2013**
- ✧ **FIG Rules for RG Judges 2013**
- ✧ **FIG Statutes 2011**
- ✧ **Technical Regulations 2012**

FIG	FIG – Fédération Internationale de Gymnastique Contact Person: Sylvie Martinet Avenue de la Gare 12 Case Postale 630 CH - 1001 Lausanne - Switzerland Tel: +41 (0)21 321 55 10 / Direct: +41 (0)21 321 55 15 Fax: +41 (0)21 321 55 29 Email: smartinet@fig-gymnastics.org Website: http://www.fig-gymnastics.com
Host Federation	Austrian Gymnastics Federation ÖFT – Österreichischer Fachverband für Turnen Schwarzenbergplatz 10 /3 A – 1040 Wien Tel.: +43-1-5055179- 0 Fax.: +43-1-5055179-20 Email: office@oeft.at Website: http://www.oeft.at
Local Organising Committee	Austrian Gymnastics Federation ÖFT – Österreichischer Fachverband für Turnen Contact person: Renate Weinappl Schwarzenbergplatz 10 /3 A – 1040 Wien Tel.: +43-1-5055179- 11 Fax.: +43-1-5055179-20 Email: office@oeft.at Website: http://www.oeft.at
Dates	29.01. - 04.02.2013
Schedule	Arrival: 29 th January 2013 Course: 30th January - 1st February 2013 Examinations: 2nd - 3rd February 2013 Departure: 4 th February 2013
Examinations	All judges wishing to confirm their Brevet category for XIII Cycle must pass the examinations. According to the FIG General and Specific Rules for Judges 2013, the Brevet category will depend on the results of the examinations. The examinations consist of: - theory examination - practical examination – Difficulty - practical examination – Execution

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

Participants	<p>All judges in possession of Brevet Cat. I – IV and national judges are allowed to take part in the Course provided that they have not been sanctioned during the current Cycle.</p> <p>Please see Sanctions in the FIG Statutes, Art. 43.2, except for (a).</p>
Registration	<p>Only judges nominated by their resp. National Member Federation are allowed to participate. The registrations can only be made by FIG affiliated National Federations.</p> <p>Each National Federation, wishing to send their judges to the International course, must fill in the online registration system on the FIG website.</p> <p>In order to officially validate the registration and the citizenship of each judge taking part in a course, the profile of the participating judges must be updated or created in case of new judges, on FIG online system, by the respective member Federations as soon as possible but by no later than the last day of the course. It is also compulsory for the respective member Federations to upload in each judge's profile:</p> <ul style="list-style-type: none"> – a recent photo of the judge (File format: .jpg or .jpeg / Dimensions: 190 pixels wide x 250 pixels high / File size: approximately 50 Kb) – the valid passport of the judge (i.e. judges must have the same nationality as that of the Federation which registers them). <p>Failure to fully update or create the judge's profile by the given deadline will result in the official course results not being confirmed and not being sent by the FIG office to the National Federation concerned until this procedure is correctly completed.</p> <p>All judges participating in a course are required to bring their judges' logbooks with them.</p> <p>All National Member Federations wishing to take part in this course have to register their participants online on the FIG website, as soon as possible, but not later than 10th December 2012.</p> <p>We would like to inform you that the amount of judges for the course is set to the maximum of 30 persons. Therefore, the registrations will be accepted on "first come – first serve basis". We kindly ask all the Federations to register their judges as quickly as possible, otherwise the registrations will be refused.</p>
Official Language	<p>The Course will be guided by Mrs Maria Szyszkowska.</p> <p>Official language: English, Translation will be made into German (consecutive).</p>
Results	<p>Upon FIG approval, all results of the examinations and Brevet Categories for XIII Cycle (2013 – 2016), incl. resp. documents, will be distributed between National Member Federations concerned.</p>
Accommodation & Site of the Event	<p>ibis Styles Wien President (ex all seasons)***</p> <p>Wallgasse 23 A – 1060 Wien Phone : +43-1- 59990 Email: rezeption@daspresident.at Website: http://www.daspresident.at/</p>
International Travel	<p>International travels are to be completely paid by the participants/their NF.</p> <p>Please fill in the arrival/departure form before 10th January 2013 to guarantee that LOC met you at the following location:</p> <ul style="list-style-type: none"> ✴ Vienna International Airport Schwechat ✴ Westbahnhof station
Visa	<p>In case that you need visas for Austria please send the resp. visa form and your passport copy (attached) to the LOC not later than 10th December 2012.</p>
Insurance	<p>The Host Federation, the Local Organizing Committee and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p>


Costs	<p>Participation fee: <u>Double room accommodation:</u> (incl. FIG registration fee, full board accommodation, local transfers airport – hotel – airport, course, coffee breaks, farewell party). Total per participant: 900,- Euro <u>Single room accommodation:</u> Euro 1.050,- per judge (incl. IG registration fee, full board accommodation, local transfers airport – hotel – airport, course, coffee breaks, farewell party). Total per participant: 1.050,- Euro In case the participants prefer to have accommodation on their own the fee is as follows : Total per participant: 490,- Euro (incl. FIG registration fee, rent of the hall, lunch at the venue, coffee breaks).</p> <p>The participants must cover the costs by Bank transfer to the Austrian Federation: Raiffeisenbank NÖ+W BLZ 32000 Konto Nr. 843425 IBAN: AT313200000000843425 BIC: RLNWATWW A clear invoice will be send to all participating Federations.</p> <p>Bear in mind, that Organising Federation must make the total payment related to the participants' registration fees to the FIG Bank account before the end of the course, otherwise the results of the course will not be confirmed. Therefore, all the financial issues must be set before the beginning of the course.</p>										
Confirmation of Brevet for 2013-2016	<p>The participants, who successfully pass the examinations, will receive the FIG Judges' Brevet for the XIII Cycle in accordance with the results achieved, provided that:</p> <ul style="list-style-type: none"> - the total payment related to the participants' registration fees is received in the FIG Bank account in due time by the Hosting Member Federation; - the judge's profile is fully updated or created in due time; - all the Federations registered in a course have made their pending payments. <p>Please note that the FIG Judge's Brevet will be officially delivered by the FIG once all aforementioned issues and payments are duly solved and made. The FIG Judge's Brevet will be valid for the 2013-2016 Olympic Cycle (until 31 December, 2016).</p>										
Deadlines	<table border="1"> <tr> <td>Nominative registration (.doc and .xls documents enclosed)</td> <td>before 10th December 2012</td> </tr> <tr> <td>Accommodation form (enclosed)</td> <td>before 10th December 2012</td> </tr> <tr> <td>Visa forms</td> <td>before 10th December 2012</td> </tr> <tr> <td>Payment</td> <td>Before 20th December 2012</td> </tr> <tr> <td>Travel itinerary (enclosed)</td> <td>before 10th January 2013</td> </tr> </table>	Nominative registration (.doc and .xls documents enclosed)	before 10 th December 2012	Accommodation form (enclosed)	before 10 th December 2012	Visa forms	before 10 th December 2012	Payment	Before 20 th December 2012	Travel itinerary (enclosed)	before 10 th January 2013
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FAQ	Please contact the local O.C.										

Kind regards,

AUSTRIAN GYMNASTICS FEDERATION


Gabriela Welkow-Jusek
Sports Director RG




Robert Labner
Secretary General