

Bourne Skating Club

Test Information and Application Instructions

DEADLINE: Postmarked two weeks (14 days) prior to test date. **Applications will be accepted by mail only.** Mail to: Bourne Skating Club Test Chair, PO Box 284, Buzzards Bay, MA 02532. Please be considerate of the deadline. This is to allow time to put the schedule together or change the ice reservation if we need to. **Applications that are not filled out completely and/or not signed will be returned for resubmission.** Any application received postmarked after the deadline will be subject to a \$20 late fee and the test will not be scheduled until the late fee is received. There is a \$20 returned check fee.

ACCEPTANCE: Only complete and signed applications, with correct payment, will be considered. Priority for testing will be given to home club members of the Bourne Skating Club. Exceptions may be made at the discretion of the Test Chair, especially for Senior level tests and those needing to test for a team or competition deadline, as long as this is noted where indicated on the application.

REFUNDS: Tests withdrawn, in writing, prior to the deadline, will receive a refund. **NO refunds will be issued after the deadline.** Plan your tests accordingly. If you are taking more than one test and you do not pass the pre-requisite test, you will not receive a refund for the remainder of your tests. **Exceptions:** Injury/illness, confirmed by a doctor's note, or a death of an immediate family member. If the session is full prior to receipt of your application, you will receive a full refund.

SCHEDULE: The schedule will be completed seven (7) days prior to the test date and will be emailed to skaters and coaches, as well as posted on the BSC website. If you have provided an email address, an email will be sent to that address. If no email address is provided, it is your responsibility to check the clubroom door for your scheduled time.

ON TEST DAY: You should arrive at the rink no later than 45 minutes prior to your scheduled warm up time; test sessions sometimes run ahead of schedule! Please check in with the Test Chair upon your arrival at the rink.