

SHORT TRACK SPEED SKATING EUROPEAN COMPETITION SERIES

MEMORANDUM

STARCLASS AND DANUBIA SERIES

IN SHORT TRACK SPEED SKATING

FOR JUNIORS C and D

2025-2026



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Section 1 : GENERAL

1.01 Memorandum

1. The International Skating Union supports competitions in Short Track Speed Skating for Juniors C and D through its Development Program.
2. In West Europe these Competitions are labelled "StarClass Series" and in East Europe they are labelled "Danubia Series".
3. As a combined effort the ISU Members involved plan to have additionally a Final Competition for which a limited number of Skaters can qualify through the competitions of the series.
4. This Memorandum has been developed to ensure an adequate and consistent standard of organization of these Competitions. It shall provide guidance concerning technical and administrative matters as well as other important subjects.
5. This Memorandum does not exempt the organizers and Officials from carefully following all ISU Rules and Communications related to the organization of International competitions. All Competitions must be conducted strictly in accordance with the ISU Rules in effect at the time they are held.
6. Designations of Regions ;

Danubia Series Region		StarClass Region	
Austria	Lithuania	Belgium	Italy
Belarus *)	Poland	Denmark	Luxemburg
Bosnia Herzegovina	Romania	Finland	Netherlands
Bulgaria	Russia *)	France	Norway
Croatia	Serbia	Germany	Spain
Czech Republic	Slovakia	Great Britain	Sweden
Estonia	Slovenia	Iceland	Switzerland
Hungary	Turkey	Ireland	
Israel	Ukraine		
Latvia			

*) With reference to ISU Communication No. 2469 until further notice Skaters belonging to the Russian Skating Union or Skating Union of Belarus shall not be invited, entered or allowed to participate.

1.02 General Principles

1. All Competitions of the European Competition Series, except the Final Competition, are in principle open to all ISU Members, but in order to give all an equal benefit of the ISU support it is necessary that, for StarClass – and Danubia Series, everybody participates in their own region.
2. When a skater is entered for a Competition of the Series, the entry data must include clear reference to the ISU Member the skater is representing. This is necessary to be in accordance with ISU eligibility Rules.
3. In order to coordinate the activities of the Organizers of Competitions in the StarClass Series and the Danubia Series, and also to advise on unforeseen matters arising, a group of experienced Officials and Organizers, hereinafter called Coordination Group, has been appointed. The Coordination Group will monitor and decide upon the entries, oversee the implementation of this Memorandum and liaise with the organizers on their marketing and promotion plan and any other matter that may arise.
4. The Coordinators for the European Short Track Series are :
Mr. Peter Breukel (StarClass Region)
Mrs. Monika Radkowska (Danubia Region)
Mr. Reinier Oostheim
and any assistants they may require.

1.03 Competitions

1. In total a maximum of 6 competitions for Juniors C and D are planned.

Section 2 : COMPETITIONS SERIES

2.01 Categories and Age limits

1. In the series the following Categories are applied, for both Women and Men, as specified in Rule 108 of the ISU General Regulations ;
Junior C Age 13 and 14
Junior D Age 11 and 12
Age before July the 1st preceding the Competition
2. Entries can only be accepted if a skater is entered into the correct age category according to their date of birth.

2.02 Definition of Competitions

1. StarClass Series Competition : for Skaters in the age category Junior C and D 3 competitions in the StarClass region;
2. Danubia Series Competition : for Skaters in the age category Junior C and D 3 competitions in the Danubia region;
3. Based on competition logistic considerations and the circumstances in the region where a competition is held, the organizer may nevertheless include other age categories in the program of the Competition.

2.03 Time limits

1. Minimum times skated by the Competitors are required to guarantee the quality of the Competitions and to keep the number of participants within reasonable limits. The total number of entries should not exceed 50 for each category.
2. Indicative time limits have been set based as follows:

	500m	777m	1000m
Women Junior C	53.00		1.51.00
Women Junior D	55.00	1.28.00	

	500m	777m	1000m
Men Junior C	50.00		1.45.00
Men Junior D	55.00	1.26.00	

3. Skating a time faster than a Time Limit on ONE (1) of the distances is sufficient to be eligible to participate.
4. Updated time limits can be included in the announcement of each competition if deemed necessary.
5. In order to support the participation from ISU Members, and the development of Short Track Speed Skating within these ISU Members territory, other criteria are set if the respective ISU Member has only one (1) Skater entered in any of the categories.
6. If a country is represented by one skater in a category then this entry will be considered as a Wild Card. This one skater can be a club-skater (entered by a club) or a national-skater (entered by the ISU Member direct). If there are more skaters from the same country the above limit times apply for all skaters. For safety reasons the best times of this one skater must be within the following time limits;

	500m	777m	1000m
Women Junior C	58.00		2.01.00
Women Junior D	1.00.00	1.35.00	

	500m	777m	1000m
Men Junior C	55.00		1.55.00
Men Junior D	1.00.00	1.33.00	

7. If the entries from a country, and the sum of all club entries in a category, is higher than one (1), then all skaters must comply with the Time Limits as listed under paragraph 4.3
8. It is the intention to enable as many skaters as possible to participate. Nevertheless the number of participants should not exceed 50 to avoid additional qualifying rounds. If the number of normal entries is below 50 skaters, there could be a possibility for additional skaters, who have not reached the time limit, to be allowed to participate. This highly depends on local circumstances.
If such an option is possible than a waiting list can be set up in the entry procedure. If a waiting list is made by the organisers all details will be specified in the announcement of the respective competition.

2.04 Entries

1. In principle entries can only be made by a Member of the International Skating Union. With the approval of the respective ISU Member, Clubs belonging to this Member may take care of the actual administrative process to make the entries.
2. All entries must be made online through the website as specified in the announcement of the respective competition.
3. Only in exceptional cases entries can be made by letter, fax or electronic mail to the body or person and within the time limit (closing date) designated in the Announcement for the competition. Such Entries must be confirmed by return of mail, email or fax by the Organizers.
4. The skaters will represent the Member that they are entered by and the name or abbreviation of their country and

- club will be listed with their name.
5. The entry must fulfil all requirements of the ISU Rules (insurance etc.)
 6. The number of competitors, substitutes, coaches and team leaders shall be entered 30 days before the first day of the competition.

2.05 Final entries

7. Final entries shall be communicated to the organizing committee at the latest on the tenth (10) day before the first day of the competition and must contain the following information:
 - the given name (first) and surname of each competitor;
 - date of birth of each competitor;
 - data requested for seeding purposes (personal bests) for all entered competitors;
 - the International Registration Numbers (UPID);
 - the date and time of arrival and departure of competitors and those accompanying them;

2.06 Presence

1. Competitors must be present at the site of the competition on the first competition day at the latest two (2) hours before the starting time as published in the announcement, or the Organizing Committee must confirm their arrival in the city of the competition.
2. Competitors who fail to report in due time will be excluded from participation.

2.07 Checking of entries

1. The Competitors Steward assigned to the Competition, in consultation with the Coordination Group, will check the eligibility of entered athletes and if their best times meet the Time Limits.
2. The names and times of the Skaters must be submitted as soon as possible and only at the very, very latest with the Final Entry. This to avoid disappointment of the young skaters and to avoid cancellation of travel and accommodation reservations.
3. Entries will be checked during the days preceding the closing of entries and immediately at the closing of entries. If necessary any cancellation of entries will be communicated immediately.

2.08 Validity of events

1. A competition in a category will take place if at least six (6) competitors have been entered.

2.09 On site Medical services

1. Emergency medical personnel and an appropriately trained Chief Medical Officer must be present at the rink side during all scheduled practice sessions and competitions.
2. In case an injured athlete needs transportation to a Hospital, an ambulance is required. For this purpose, an ambulance can be on site. If the response time for an ambulance is fast and it is ruled by the government there is no need for its presence. If national measures require to have an ambulance on site then this requirement takes precedence.
3. A medical room for the treatment of ill or injured Skaters must be close to the ice surface.
4. The medical room and/or the ambulance must have the equipment to treat and stabilize cardiovascular collapse, respiratory compromise, lacerations (minor and major), extremity, spinal and head trauma.
5. The Medical Staff must have equipment to deal with Cut Resistant Uniforms.
6. The Chief Medical Officer is responsible for prearranging liaison with the clinics, hospitals, and appropriate specialist for the care of competitors during competition.
7. The Organizers shall provide without charge, emergency medical services for all participants on site at competition and official practice. Any costs for transport, examinations and treatment are at the responsibility of the participants (skaters, coaches, team leaders, etc.).
8. Additional information must be provided for the periods outside the competition. This includes for example, address of Hospital, emergency telephone number, dentist, etc.

2.10 Medical Insurance

1. It is the sole obligation of each Member / Club participating in these International Competitions to provide medical and accident insurance for their athletes, officials and all other members of the team entered by the ISU Member or its affiliated Clubs. Such insurance must assure full medical attendance and the return of the ill or injured person to the home country by air transport or by other means.

2.11 Responsibility

1. The Organizing Committee, the Member to which the Organizing Committee is affiliated and the ISU assume no

responsibility for or liability with respect to bodily or personal injury or property damage incurred in connection with the Competition.

2.12 Entry Fees

1. For the season 2025/2026 the Entry Fee is:

Junior C	Minimum 60 €	Maximum 90 €
Junior D	Minimum 60 €	Maximum 90 €

- 2. For Entry Fees paid in advance the Organizers may give a Discount.
- 3. The Entry Fee is payable with the Final Entry and must be paid to the Organizers for each athlete entered, even if the skater is withdrawn.
- 4. In order to make prepayment possible the bankaccount details of the Organizing Committee must be listed in the Announcement. This should include the bank's IBAN code for ease of fulfilment.
- 5. If payment is made in advance a confirmation of the receipt of the payment will be sent immediately by the Organizing Committee.

2.13 Expenses

- 1. Organizers are required to announce various possibilities for board and lodging close to the competition site. The costs of Board and Lodging should be moderate.
- 2. The costs of Board and Lodging are the responsibility of the participating Clubs and/or Members.
- 3. The organizing Club, or the ISU Member to which it is affiliated, may provide or pay part of the expenses for room and meals of competitors, but is not required to do so.
- 4. If the costs of the ambulance service to the closest hospital are not covered by the organizer, then these costs must be indicated in the Announcement.

2.14 Starclass / Danubia Series

1. At each competition the distances to be skated will depend on the number of entries. The following distances can be part of the program :

	Distance 1	Distance 2	Distance 3
Junior D	777m/1000m*	500m	777m
Junior C	1500m	500m	1000m

(*) For the Category Junior D, the A and B finals shall be skated over 1000m, all other qualifying rounds may be skated over 777m.

- 2. All First Distances for all categories will be treated as 'long' distances.
- 3. On all distances, there may be qualifying rounds depending on the number of entries in which the competitors qualify for the final according to Rule 291, paragraph 8.
- 4. All distances are preferably skated according to an All Final System. Other qualification systems e.g. Knock Out, or Knock Out with a Repechage Round, can be applied provided this is mentioned in the announcement. Incentive is that all Skaters have a guaranteed minimum number of races. Preferably 3 races for each day of Competition, in total at least 6 for a 2-day competition and at least 8 for a 3-day competition
- 5. Relay Races or Mixed Relay Races can be part of the Competition Program. If relay races are to be held it must be specified in the announcement of the competition.
- 6. Relay Races or Mixed Relay Races will be skated as one Round and a classification will be made based on the times skated by the teams.
- 7. If the Competition Program does not have sufficient time for all scheduled events than on one distance the qualifying schedule can be made stronger so that a Qualifying Round can be skipped.
- 8. Each club who has entered the required number of skaters in the categories Junior D and Junior C together to form one or more relay teams, may participate in the relay and/or the mixed team relay competition.
- 9. Only skaters participating individually in the competition may take part in the Relay.
- 10. If applicable the participation in a Relay Team must be specified with the Final Entry and the name of the respective Relay Team must be mentioned, especially if the club has more than one Relay Team.
- 11. For safety reasons the Relay teams entered must provide proof of their experience in relay racing by providing their best time. This time must be within the Time Limits for Relay set in the announcement.
- 12. For StarClass/Danubia Series Competitions the program will have the following structure:

Day 1	Day 2	Day 3																											
<table><tr><td>Qualy</td><td>Distance 1</td><td>Jun D</td></tr><tr><td>Finals</td><td>Distance 1</td><td>Jun D</td></tr><tr><td>Qualy</td><td>Distance 2</td><td>Jun D</td></tr></table>	Qualy	Distance 1	Jun D	Finals	Distance 1	Jun D	Qualy	Distance 2	Jun D	<table><tr><td>Qualy</td><td>Distance 2</td><td>Jun D</td></tr><tr><td>Finals</td><td>Distance 2</td><td>Jun D</td></tr><tr><td>Qualy</td><td>Distance 3</td><td>Jun D</td></tr></table>	Qualy	Distance 2	Jun D	Finals	Distance 2	Jun D	Qualy	Distance 3	Jun D	<table><tr><td>Qualy</td><td>Distance 3</td><td>Jun D</td></tr><tr><td>Qualy</td><td>Distance 3</td><td>Jun C</td></tr><tr><td>Finals</td><td>Distance 3</td><td>Jun D</td></tr></table>	Qualy	Distance 3	Jun D	Qualy	Distance 3	Jun C	Finals	Distance 3	Jun D
Qualy	Distance 1	Jun D																											
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Qualy	Distance 3	Jun C																											
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Qualy	Distance 1	Jun C
Finals	Distance 1	Jun C
Qualy	Distance 2	Jun C

Qualy	Distance 2	Jun C
Finals	Distance 2	Jun C
Qualy	Distance 3	Jun C

Finals	Distance 3	Jun C
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13. Only on the first day, immediately before the competition, there may be ice time available for training, warm up and/or ice familiarization. Depending on the number of participants there will be maximum two (2) groups per category and the time per group will be maximum ten (10) minutes.
14. On all others days there will be no time available for training, warm up and/or ice familiarization.
15. The starting times on each day may be determined by the Organizing Committee. Each day's program can be divided in two parts. Semi-finals and finals must be in one part and not separate. When each part (session) starts, it will be held without any intermission or breaks other than to resurface the ice or give the athletes the rest time according to Rule 291, paragraph 8.
16. Proof of the Qualifying Times must be supplied by submitting time, date and venue of the Event. These entries will be checked by the Coordinators.
17. The qualifying times may be modified during the season to make competitions numerically manageable. Updated qualifying times would be included in the announcement.
18. For all distances a Distance Classification will be made following Rule 297, para 2. For the Final A and B points will be awarded following Rule 297, para 3.
19. Each competition is concluded with an Overall Classification following Rule 297, para 3, with the addition that skaters who could not start in the first round of any distance due to a valid reason will be assigned the last position on the respective distance classification.
20. On the basis of the Overall Classification of the Competition the Competitors are awarded points for the Series Classification.
21. The points scoring and related procedures for each of the Series Classifications are equal to the I.S.U. World Ranking.
22. For the purpose of establishing the Series Classifications the results at 3 Competitions will be considered.

Section 3 : CONDITIONS OF CONTEST

3.01 Conditions of Contest

1. For the 'All Finals System' used at Competition for Junior C and for Junior D, see appendix A. The Qualifying Tables are published separately.
2. For all other items of the Conditions of Contest see the ISU Regulations.
3. Points for each Distance Classification will be awarded in accordance with Rule 297. Skaters who did not start in the first round of any of the distance with a valid reason, e.g. a medical reason, will get a ranking on that distance equal to the number of participants plus 1.
4. The Overall Classification of each Competition will be calculated in accordance with Rule 297.
5. For the Series Classification the results of all competitions in the respective area will be used. For each of the Overall Classifications a point system will be used following the procedures for the World Cup Ranking.

Section 4 : ORGANIZATION

4.01 Designation of Competitions

1. In order to be designated as one of the following Competitions
 - StarClass Series Competition ,
 - Danubia Series Competition
 the organizers must agree that the respective international competition will be held in accordance with this Memorandum.
2. Organizers wanting to host a StarClass or Danubia Competition are to contact their Member Federation and inform the Coordination Group as long as possible in advance. With the 4-year calendar of the ISU Events it is now possible to make applications for StarClass or Danubia Competitions long in advance.
3. The Coordination Group is at all times available to assist the Development Commission. For example the Coordination Group can assemble all applications and make a proposal to the ISU which organizers are to organize these competitions and receive the ISU development support. This proposal will be made so that the competitions will contribute as much as possible to the development of the skaters.
4. The respective ISU Member must confirm the competition by including the Competition as an International Competition in their annual communication to the ISU Director General (see ISU Rules 104).
5. For the competitions of the Series the organisers/ISU Member must submit an application to the Development Commission within the time frame set by the ISU Communication on Development.
6. The organizers must provide sufficient ice time over the 3 days for the completion of races for the agreed

categories. Between the start and the finish of the competition no other non-short track speed skating activities should be scheduled on the ice.

7. The organizers should have proven experience as organizers of International Competitions or there must be very clear indications that the organizers will be supported by organizers with extensive experience.
8. As soon as possible after the designation of a Competition the Organizers must submit a Marketing and Promotion Plan to the Coordination Group. This Plan should be compact and include all actions the organizer will take to bring the competition into the widest interest and attendance. The summary of the plan should not be more than 2 pages of A4 size.

4.02 Organization

1. The Organizers of Competitions are expected to do their utmost to prepare a high level Competition. In this respect it is expected that:
2. In due time before the Competition a good Press Release is distributed to Local Press and Media
3. The Competition uses the ISU Logo, StarClass / Danubia Logo and the "Supported by ISU Development" Logo.
4. That sponsoring is obtained
5. The results are sent to the Press on each day of the Competition
6. An Awards Ceremony is held according to ISU Procedures for the places 1 –2 –3 of the Competition Overall Classification.
7. For the Awards Ceremony the Skaters should appear in the Official dress (warm-up uniform) of their club or country (ISU Member)
8. Information is being sent to Local Schools duly before the Competition
9. The results and the protocol (pdf format) are published on the Internet
10. The ice-rink should be exclusively dedicated to the Short Track Speed Skating Competition from Friday 7 a.m. to Sunday 3 p.m. No other event should be scheduled during the week-end (no ice hockey, public sessions, etc.)
11. Track stewards must be experienced skaters, must wear helmets and be dressed appropriately; They should know the essential requirements for a Short Track competition and for good ice preservation
12. Board padding must be of high quality for the safety of the skaters; Pads must be fastened to one another and tied to the boards.
13. Organizing committees whose venues are located far from international airports, railways, motorways, must provide transport from a convenient location, easy to reach by all teams, at a reasonable cost.

4.03 Communication

1. Each Organizer will designate a liaison who will be the first contact for the Coordination Group. Similarly, each ISU Member should also designate a liaison person. All Communication shall preferably take place by email.

4.04 Awards

1. The Organizing Committee, or the ISU Member to which it is affiliated, must obtain awards for the first three places in the overall classification in each category.
2. For each distance awards may be given to the first three competitors in the final.
3. Awards may be medals, trophies or gifts.

4.05 Award Ceremony

1. When the competition has been completed and the results have been calculated, the final placements are announced and first the winner and then the second and third placed competitors are called to the winners' platform;
2. After the completion of each distance event awards may be given to the winners, the second and third placed Skaters respectively in each distance, but no anthem shall be played or flags hoisted.

4.06 Results

1. All results of the competition series must be published on the websites as follows:
StarClass Series: www.shorttrackonline.info
Danubia Series: www.shorttracklive.info

Section 5 : OFFICIALS

5.01 Officials

1. The respective ISU Member is entitled to appoint the Officials, and may delegate the appointments to the Organizing Committee.
2. Within the Official functions of Referee, Starter and Competitors Steward (in total 8 persons) should be 2 of foreign nationality.
3. The Coordinators, in close cooperation with the ISU Technical Committee for Short Track Speed Skating, will make a proposal to the organizers on the appointment of Officials acting as Referees, Starters and Competitors Stewards.
4. If a country has a national coordinator for Officials then the proposal will be made in close cooperation with the national coordinator with respect to the officials of the nation.
5. The proposal will be based on the availability of the Officials and a balance between highly experienced officials and upcoming officials.
6. The advice from the Coordination Group will be so that not always the same Officials are invited and that young Officials can get experience at international level.
7. If there are valid reasons an Organizer can reject the proposal submitted by the Coordination Group, but should not invite other Officials without the consent of the Coordinators.
8. With reference to ISU Communication No. 2469 until further notice Officials belonging to the Russian Skating Union or Skating Union of Belarus shall not be invited to participate.

5.02 Qualifications of Officials

1. Minimum number of appointed Officials
Referees : 4
Starters : 2
Competitors Stewards : 2
2. In case of a very large number of entries more Officials may be working at the competition.
3. All above Officials must be listed on the ISU List of Officials for International Competitions. Preferably there will be one or more Officials involved who are listed on the ISU List of Officials for ISU Championships and Olympic Winter Games or on the List of Officials for International Competitions with a "W" indication (see the respective ISU Communication).

5.03 Apprentices at Competitions

1. Officials for Apprentice position at competitions are to be approved by the Organizing Committee in consultation with the Coordinators and/or ISU Technical Committee.
2. Requests for an Apprentice position can be made by anybody at any time but must be supported by the ISU Member to which the Official belongs.
3. Apprentices can observe each of the functions completely and attend all Meetings except in the case of handling an official protest.
4. May not voice their opinion or observation of any infringement, unless explicitly asked by the Chief Referee.
5. May not in any way interfere with the competition and the officiating process.
6. Apprentices for Referees will position themselves on the stands, near the position of the observers or on the timing deck.
7. Apprentices for Referees will record their observations of infringements. At the end of each competition day these recordings will be compared with the decisions taken, during a Meeting with the Referee
8. Apprentices for Starters will position themselves at all time near the startline and observe all starts. They will record all false starts, warnings, etc and note which start or false start was in their observation not clear. These recordings will be discussed with the Starters at the end of each competition day. In agreement with the Starters these recordings may also be discussed in any break.
9. Apprentices for Competitors Stewards will position themselves near the Competitors Stewards and observe their work. They will record any question they may have and at the end of each day the questions will be answered by / discussed with the competitors stewards.

5.04 Reimbursement of expenses for Officials

1. The above mentioned officials will be reimbursed for a minimum of travel and accommodation during the competition. Actual costs of travel will only be reimbursed if reasonable and on the production of a bona fide receipt. Where possible officials should travel together by car.
2. Officials should be invited by the organizing committee at least 30 days prior to the competition and should confirm their participation in writing within 7 days indicating how they would prefer travelling and estimating costs as well as any other lodging requirements they may have. Travel expenses are to be agreed with the

organizers in advance.

3. If an application for an Apprentice position, either via the Coordinating Group, the Technical Committee or an ISU Member, is approved by the Organizers, the costs for travel, accommodation or any other costs are not to be paid by the Organizers.

These costs should be covered by the applicant themselves, their ISU member, or any other party.

It is, however, not forbidden for the Organizers to support the education of apprentices and pay their costs.

5.05 Restrictions applying to appointed Officials:

1. All Officials must be eligible persons in accordance with ISU General Regulations, Rule 121.

Section 6 : EUROPEAN FINAL

6.01 Qualification into the Final

1. At the end of each of the Danubia or StarClass Competitions a Qualification Ranking List will be made.
2. An Overall Classification over the Danubia Series and the StarClass Series will be made using the points and procedures for the World Ranking List with the provision that all competitions count.
3. Skaters representing ISU Members not designated to the Danubia Region or StarClass Region (see 1.01, sub 6) will not be listed in the Qualification Ranking List and cannot qualify for the European Final. They may participate in all competitions of the series, but not in the Final.
4. In total 25 Skaters, in each category, qualify for the Final Competition. 13 from the host region, 12 from the guest region.
5. Only the named skater can qualify for the final, through the relevant series in their home region, as listed in point 1.
6. If a qualified skater is not able to participate in the final, then the next skater in the respective Qualification Ranking List will qualify. However, there is a restriction to a maximum of 4 skaters per category per ISU member.
7. Each ISU Member who has entered the required number of skaters to form a relay team in the respective category, may participate in the relay and/or the mixed gender relay competition.
8. The maximum number of Teams is one(1) per country for the Relay competition and one(1) for the Mixed Gender Relay competition
9. In case no female Skater or no male Skater of the organizing club, or from a club in the area where the final is held, has qualified then the national Association (ISU Member) may enter one (1) Skater in any one of the categories for the gender concerned. However, the Skater must have participated in one of the qualifying events in their region.

For the following items all corresponding requirements for the Danubia and StarClass competitions are to be observed also for the Final.

6.02 Organization of the Final

1. There should be an interval of at least 21 days between the last qualifying StarClass/Danubia competitions and the Final.
2. The complete final Rankings shall be published on the respective websites immediately after the last competition of the Series.
3. The Coordination Group will send the List of Qualified Athletes to the organizing committee of the Final.
4. The Organizing Committee shall send the following information to the ISU Members concerned:
 - a. the Qualified Skaters with the request to invite the athletes.
 - b. the substitutes with the request to check their availability.
5. For skaters that are not able to take up their qualifying place, the Organizing Committee of the Final should be notified at the latest 14 days before the Competition.
6. Fourteen (14) days before the Competition the Organizing Committee determines, in cooperation with the Coordination Group, the Substitutes that are to be invited and informs the respective Members accordingly.
7. Substitutes, if any, shall be invited not earlier than 14 days before the competition even if there have been withdrawals.

6.03 Officials at the Final Competition

1. Whenever possible officials from both regions shall be in function.
2. Officials should be invited by the organizing committee at least 30 days prior to the event and should confirm their participation in writing within 7 days indicating how they would prefer travelling and estimating costs as well as any other lodging requirements they may have. Travel expenses are to be agreed with the organizers in advance.

6.04 Reimbursement of Officials

6.05 Entries

1. The number of competitors, coaches, team leaders and any other personnel shall be entered at least 14 days before the first day of the competition.

6.06 Final entries

6.07 Presence

6.08 Entry Fee

1. An Entry Fee must be paid to the Organizers for each entered skater.
2. If accepted by the Organizers the equivalent amounts may be paid in other currencies.
3. A confirmation of the entry and a confirmation of any received advance payment will be sent immediately by the organizer.

6.09 Validity of events

6.10 On site, Medical services

6.11 Medical Insurance

6.12 Responsibility

6.13 Competition Schedule

Day 1

Quarter Finals	1000 m	Jun D
Quarter Finals	1500m	JunC
Semi Finals	1000 m	Jun D
Semi Finals	1500m	JunC
Finals	1000 m	Jun D
Finals	1500m	JunC
Quarter Finals	500 m	Jun D
Quarter Finals	500 m	JunC
Semi Finals	500 m	Jun D
Semi Finals	500 m	JunC
Finals	500 m	Jun D
Finals	500 m	JunC

Day 2

Quarter Finals	777 m	Jun D
Quarter Finals	1000 m	JunC
Semi Finals	777 m	Jun D
Semi Finals	1000 m	JunC
Finals	777 m	Jun D
Finals	1000 m	JunC
Relay	3000 m	

6.14 Seeding

For the make up of the first round of the first distance the Skaters will be listed in the order of the respective Danubia and StarClass Classifications, as follows;

- 1 Place 1 Guest Region
 - 2 Place 1 Host Region
 - 3 Place 2 Guest Region
 - 4 Place 2 Host Region
 - 5 Place 3 Guest Region
 - 6 Place 3 Host Region
 - 7 Place 4 Guest Region
 - 8 Place 4 Host Region
- etc.

For the first round of the remaining distances the intermediate Overall Classification will be used.

Appendix

Checklist for Organizers

This list of organizational items is a first draft and is absolutely not including all actions that need to be taken. Organizers of previous competitions and organizers of competitions in the season 2025/2026 are kindly invited to provide their input and experience.

Select Location	
Select Date	
Ice Rink costs	
Hotel costs	
Budget	examples available
Application ISU Development	ISU Communication No 2310
Contract Ice Rink	
Contract Hotel	
Contract Medical Coverage	
Prepayment ISU Development	
Announcement	examples available
Promotion Plan	see Memorandum
Proposal Officials by Coordinators	
Invitation Officials	
Invitation Volunteers	
Calculate Timeschedule	
Catering	
Airport Transfer	if needed
Entries	
Registration	Thursday
Competition Set up	Padding, Timing, etc
Trainingsession	Thursday, if possible
Competition Days	
Award Ceremony	
Airport Transfer	if needed
Financial Report	
Report to ISU Development	
Final Payment ISU Development	