

# U.S FIGURE SKATING OFFICERS, DIRECTORS AND COMMITTEE CHAIRS COMPLIANCE REQUIREMENTS

- **MEMBERSHIP:** U.S. Figure Skating Board of Directors and Committee Chairs must be current member in good standing of a member club, collegiate club or an honorary or individual member registered with U.S. Figure Skating.
  - Renewal: Every season
  - Location:
    - Please renew with your club and they will update your information in Members Only.
    - Individual (No Club Affiliation) Memberships: [Individual/Family/Collegiate Membership Registration.](#)
  - Results Submitted: Automatically reflected on U.S. Figure Skating member profile upon successful payment by the club. Individual memberships through U.S. Figure Skating reflect in member profile once it is processed.
  - Cost: Club membership pricing varies by club. Individual memberships through U.S. Figure Skating: First Family Membership (\$144), Subsequent (+ \$65 per subsequent family member\*), Four-year Collegiate (\$170)
  - Time: Less than 10 minutes

\*To qualify as a subsequent member, at least one family member must have paid the first family member dues, the full individual member dues or the first family introductory member dues.
  
- **SAFESPORT ONLINE TRAINING:** U.S. Figure Skating Board of Directors and Committee Chairs 18 years and older must complete the “SafeSport Trained” online course offered by the U.S. Center for SafeSport which consists of three modules: (1) Sexual Misconduct Awareness Education, (2) Mandatory Reporting, and (3) Emotional & Physical Misconduct. “Refresher” courses are then offered by the U.S. Center for SafeSport on an annual basis to individuals who have successfully completed the online “SafeSport Trained” course.
  - Renewal: Annual. Training is valid for 365 days from date of completion.
  - Training Cycle: Yr. 1: SafeSport Trained, Yr. 2: Refresher 1, Yr. 3: Refresher 2, Yr. 4: Refresher 3; etc.
  - Location: U.S. Figure Skating [Members Only.](#)
  - Results Submitted: Automatically reflected in member profile within 48 hours of successful completion.
  - Cost: \$0 when completed through U.S. Figure Skating [Members Only.](#)
  - Time: The core training consists of three, 30-minute courses that include pre- and post-quizzes. Upon completion, you’ll received a SafeSport Trained certificate. Refresher courses are approximately 30 minutes long. You will not have the option to complete a Refresher course until you receive your SafeSport Trained certification.
  
- **BACKGROUND CHECK:** U.S. Figure Skating Board of Directors and Committee Chairs 18 years and older must successfully complete a Background Check through U.S. Figure Skating’s background check provider, National Center for Safety Initiatives (NCSI). Effective January 1, 2020, U.S. Figure Skating’s background check criteria was updated per the requirements of the U.S. Olympic and Paralympic Committee (USOPC). Additionally, due to the more rigorous search requirements mandated by the USOPC’s new background policy, anyone who has lived in another country for six months or more in the past seven years will require an international screen for every country of residence in that time period. International background screening costs are \$75 for a Canadian screening and \$150 for other countries. Background checks completed for other organizations will not be accepted.
  - Renewal: Every other season
  - Location: U.S. Figure Skating [Members Only.](#)
  - Results Submitted: Automatically reflected on a member profile upon finding by NCSI.
  - Cost: \$0. U.S. Figure Skating covers the cost of the background check(s).
  - Materials Needed:
    - A list of your physical residences for the previous seven years;
    - A credit card to submit payment for the background check;
    - A digital copy of your valid driver’s license, state ID or current passport ready to upload.
  - Time: Allow approximately 10 minutes to complete a domestic background screen. NCSI Processing time is 3-10 business days for domestic processing. If you are in a situation where an international screen is needed, please expect additional paperwork to be required and allow 2-4 weeks for screening to be completed. NCSI will contact you directly with instructions on this process should an international search be required.

Please visit our [Compliance Toolkit](#) for instructions on how to complete these requirements. For questions regarding membership, please contact [memberservices@usfigureskating.org](mailto:memberservices@usfigureskating.org). For questions regarding SafeSport compliance, please contact [safesport@usfigureskating.org](mailto:safesport@usfigureskating.org). For assistance with technical issues, please contact [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org).