

=====
Entry Deadline: 2 days before race (late fees, entry denial and/or other penalties may apply if late)
Withdrawal deadline: 2 days before race (unless force majeure and notice prior to the event)
FEES: All fees are listed on the race schedule. BMRC members pay **\$30/day** for Bristol races for all age groups. You can either mail in or register on-line and pay this rate.

J 4, 5

Choose which races to register for:

1. Review race schedule at <http://nyssra.org/> under "Schedules" tab Jr IV-V.
2. Look at races under "**Council Genesee Valley**" and "**Open**" and decide which races you are going to enter.
3. Click on "**More info**" in left column for registration info for each race.

"Mail-in" Registration for each race: (Save time by registering for **all** races at the same time in mid-December)

1. Print NYSSRA Entry Card from <http://nyssra.org/> under Member Services tab, "NYSSRA Entry Card"
2. Fill out Card except last line (Race Location, Date & Event)
3. Make enough copies of this Card for the number of races to be entered.
4. On one copy, fill out Race Location, Date & Event.
5. Write check for entry fee.
6. Mail check and Entry Card to address found under **More info**.
7. Repeat steps 4, 5, 6 for each race following "The Rule of One" described below

OR

"Online" Registration for each race:

1. Go to race schedule at <http://nyssra.org/> under "Schedules" tab, Jr IV-V.
2. For races that have "Register Now" button, click on it and follow online instructions.

Confirm completed registration one to two weeks after mailing in or online registration by checking "Competitor List" at <http://nyssra.org/> under "Schedules" tab for each race. See last paragraph in Section 2 below for more information.

J 3

1. Review race schedule at <http://nyssra.org/> under "Schedules" tab, Jr III.
2. Look at races under "**J III Cup West**" and "**Open**" and decide which races you are going to enter. There are other "Open" early season races you may attend ask your coach.
3. Follow same steps as above.

J 1, 2

1. Review race schedule at <http://nyssra.org/> under "Schedules" tab, Jr I-II.
 2. Look at races under "**Empire West**" and "**Open**" and decide which races you are going to enter. There are other "Open" early season races you may attend, ask your coach.
 3. Follow same steps as above except use a USSA Entry Card found at <http://www.ussa.org/magnoliaPublic/ussa/en/forms/alpine.html>
- Please note entry and withdrawal deadlines for J1/2 races are strictly enforced.
-

This memo is not urgent, but, please do take time soon, (and certainly before you postmark your race entries), to read this in its entirety. This information is intended primarily for the J 3/4/5 audience. However, parents of other age groups might want to review it. Entry Rules for J1/2s can be slightly different, due to seeding & scoring via the USSA points system.

The first section is a primer for those new to filling out and submitting race entries. The second section, in a different typeface, contains a discussion of rules & rationale regarding late entries, and provides those new & old to the sport a bit of a pre-season pep talk regarding the many teachable moments that present themselves during the course of a race season.

1) Please read the NYSSRA manual section on race entries, then refer to the below for further information. Pay attention to the entry and withdrawal deadlines for all NYSSRA races.

A) RACE ENTRY SECRETS/ "Best Practices" – Paper Entries

Every year there is some confusion amongst the families of younger racers regarding the preferred way to send in Race Entries. At GVSC, everyone is in learning mode, so it's really nothing to be ashamed of if you don't get it exactly right the first time. Or even in your first year. Race Secretaries do everything in their power to do their job accurately. But there's always some room for human error, and, there's always new folks tackling the job of Race Secretary who don't know all the pitfalls yet. Fortunately, there are specific entry procedures (call them "best practices") you can follow that will greatly help them avoid errors with your paper entry. (Until every race in our Council and our state has an electronic entry option and you are using it, you'll find these guidelines helpful for paper entries.)

Clubs typically pass a version of these helpful hints along to new families, via word of mouth. Even so, there will be a problem here and there. It may be an error on the part of the Race Secretary, but more often than not, the problem was caused because the entry received did not follow the standard procedure. When errors are discovered the day of the race, the registration volunteer can follow procedures to assist, but they do not have the authority to "completely fix it". This document will help you understand how you can increase the odds of avoiding a glitch with regard to your racers' entries, and what happens when, in spite of everyone's best effort, there is a glitch.

So, now, for your Benefit, and hopefully in time to prevent further hassle on race morning, here it is:

The Golden Rule of Successful Race Entries ? ?The Rule of "ONE"

(actually not a rule, but a guideline)

The Rule of ONE: One Racer, One Race, One Entry, One Check, One Envelope, One Week

*Prepare an accurate entry voucher for each racer for each race. Write Legibly. Don't forget the details. Name, Club, Class (J5,J4,J3, etc.), Gender, Birthdate, USSA-Number, Race particulars. Send a **separate check** for each racer for each race. On the check write the race date, and your racer's name, and make the check out for the proper amount for that event. Send these separate vouchers and separate checks in their own separate envelope to the Race Secretary address, which, for most J-3-4-5 events you are interested in, you will find in updated form on the NYSSRA website under the "other info" button under the race date for that individual race. Please note any*

other race limitations listed in this box. Next, postmark that entry envelope one week prior to the event.

Timesavers: Prepare an accurate entry voucher for each racer. Leave out the Race Date & Race Details. Copy that entry many times. Now, you have many entries almost done, that only need Race Date & Race Details filled in. Make a record for yourself (some make copies of entries) so you don't lose track of which races you've entered & postmarked. Consider preparing all your entries for the season in one sitting.

Advance Prep: Do not be shy about sending entries weeks ahead of time. Mark the outside of the envelope with the date/race of the entries it contains. If your racer decides later not to attend the race, call the race secretary as soon as possible (minimum of 2 days) prior and they will be happy to rip up your check. For local J4/5 racing in GVSC, our Race Organizers do not even cash checks as long as you withdrawal via telephone, email or in person by 5:00pm the day of the race. After that they may not refund your check. (They know that kids get sick, and hurt, and tired, and they are gentle about not charging for tickets not used.) This is a GVSC variation on the NYSSRA withdrawal policy and only applies to J4/5 races

Good Practices Day of Race: Bring your checkbook, just in case. Double check that your racer has his/her USSA card. You might want to bring any entry documentation the Race Organizer might find helpful in the event of a glitch.

Variations on the Rule that Also work:

If all your racers in your family are going to the SAME event, on the SAME day, you typically can get away with sending all the vouchers and all the checks in the SAME envelope. But, paperclip each check to it's appropriate entry.

Note - we highly recommend multiple checks, because, it's easier for everyone if one of your racers, for some reason, can't come to the race. If this is the case, you call the race secretary, and let them know, and they simply destroy that check.

If your racer is attending a multi-day event, with multiple races, you must send a separate entry in for each race, and if the event is quoted with a "total" price, write one check and send all in one envelope.

If your racer is attending a multi-day event, with multiple races, you must send an entry in for each race, and if the event is quoted on a per race price, you might get away with one check for all the races in the multi-day event. Safer: Write multiple checks paper-clipped to the entries, and send all in the one envelope.

B) RACE ENTRY SECRETS/ "Best Practices" – Electronic Entries

Use the "schedule" tab on the NYSSRA site to locate the age group for the race you want to enter. Under "other info" click the "Regisiter Now" and follow the instructions. Follow the entry guidelines in the NYSSRA manual for information on entry deadlines and withdrawal information. Note any other limitations identified in this box.

2) Race Administration Information:

The Race Secretariat. Some of this may seem obvious, some humorous, some over-cautious. But, in all seriousness, the Race Secretary's job is one involving massive piles

of envelopes, checks, entry forms and data entry in a very short window of time. Start lists are created at least 24 hours in advance, and if your entry hasn't made it through the process, your racer is not going to be on the start list. The Race Secretary also must provide Registration with financial reports. People write checks for the wrong amounts, fail to enclose a check, don't note the racer's name on the check that bears a different name. Those racers names appear on the Registration list with notations for collections. For the inevitable late or error entry, the race secretary generally leaves bib room at the end of each seed, but that "bib-room" for "errors" is going to be at the end of the seed, and the bib your child will get will be at the end of the seed. There are local rules about late entries, and they are not enforced to be unkind, but to be fair to the athletes and the race community. Allowed to go unchecked, late entries can create an unfair advantage for the late entrant. Race Organizations need to know they have their funds and can pay their venues for tickets. Race Organizations need to know how many tickets to order from the venues. Late entries are a hassle not only for the racer and the registrar, but for the timing crew, who frankly, have enough to worry about on race day to ensure that all racers are assigned the right bib, and are accurately accounted for in their official start orders and in their data, ensuring it's a fair clean race for all.

Rationale about Penalties for Late Entries. *Race Organizations are authorities that can enforce various rulings about, and even assess financial penalties for late entries. Race organizations can demand another check be written on site if they do not have record of the entry and the payment. The Competition Jury can enforce local rules about impeding start order because a racer did not follow the rules for entering in on time and has forced the race organization to give them a late bib. If you are not a racer, or you are new to ski racing you may not realize that there is a potential unfair advantage to a late race entry who is given the last position in the seed. That potential unfair advantage occurs on the seed flip for the second run. The late race entry would then ENSURE the racer has the preferable earliest bib on the 2nd run. That's a considerable advantage to advanced racers, and yes, some racers might regularly practice late entry in order to gain that advantage. This is why there are USSA/FIS rules that permit the penalization of late entries by impeding their second run start order. The imposed penalty of running in the late position in both runs takes away any possible advantage of an intentional late entry, thereby discouraging late entries. The rest of the field can be assured that every other athlete has been fairly subjected to random bib sort within the seed and, that seeding has been accomplished not by cleverly beating the system, but rather by chance, and the luck of the draw. (Which is a very important rule in ski racing.)*

General Pep Talk - Teachable Moments. *Race Organizations & Officials understand that local, grassroots events are learning events. So should families new to ski racing. Everyone should learn good habits and learn to accept the various rules related to the sport of ski racing. Including the rules about late entries. No volunteer likes to penalize a little kid. But the rules are there for a reason, and everyone must eventually learn about, and accept the consequence of a late entry when there is one. When your racers are older, the enforcement of rules becomes even more matter of fact. Don't expect to be cut a break every time you or a race secretary makes a mistake. And, if there's a mistake made with regard to your racers' entry, whether it's your*

*mistake, or the Race Organizations', help your athlete accept the results of that mistake. Use it as a **teachable moment**, to teach your child to be flexible, to be respectful of Registration Workers, Race Officials, and Competition Rules, and teach him/her not let little disappointments phase him on race day. Talk about how ski racing has rules that are in place to prevent athletes from having unfair advantage over the field. Discuss the problem of flipping late entries. Help them think through, understand, and respect the reason for a ruling that initially feels harsh to them. Ask him/her to imagine another time, another situation when that rule could work to his own advantage.*

Children's characters and self-esteem flourish when adults respect them enough to take the time to help them learn about their sport, and explain complicated rules and rationale to them. And, sometimes, if you can't control everything, it sure helps to at least try to understand it. There are so many logistics in a race that are completely out of the racer's control. Paperwork error, weather, equipment failures, random bib sorts, timing glitches, human error, jury rulings, protests, broken chairlifts. It's a bit like life. Wise parents do well to teach their racers to focus on the things they can control, and accept, as part of the sport, all of the variables they cannot. Wise parents seek an explanation from their coach or an official when they don't have the answer for their child. Rather than asserting that the Race Organization is wrong, or out of control, they look for help in understanding, and search for that teachable moment. There's a thousand teachable moments every season in this sport. Every one is a potential character builder for your child. Take advantage - reap the rewards of many life lessons learned through this sport.

Verifying the Entry has been received. *For those of you who have inadvertently "broken" the "Golden Rule of Successful Race Entries" explained above with your entries for this season already, no need to despair. If you are concerned that you've made a mistake that will result in your racer not appearing on the start order, here's your chance to follow up on your entry. Go to the NYSSRA site and locate the race under "schedule" and the appropriate age group. In the race field you will see "competitor list", click it. If your child's name is not on the list 48 hours before the race contact the Race Administrator via email. The RA's contact info is under "other info" button in the left column. DO NOT contact the RA prior to 48 hours before the race as they are still uploading competitors. They will appreciate the heads up, if your entry is unordinary, even if they happened to notice it and have already entered it properly.*