



## Acronyms

The following acronyms will be used in this document.

AGF – Alberta Gymnastics Federation

GymCan – Gymnastics Canada

USAG – USA Gymnastics

FIG – Federation Internationale de Gymnastique

WPTH – Women’s Program Technical Handbook

WPC – Women’s Program Committee

WJC – Women’s Judges’ Committee

CCP – Canadian Competitive Program

WDP – Women’s Development Program

HP – High Performance

AP – Aspire Program

LTAD – Long Term Athlete Development

## Purpose

The Purpose of the WPTH is to ensure consistency in the Women's Program, by establishing Rules, Regulations and Program Guidelines.

The AGF WPTH is reviewed and updated annually. It presents the standards by which the Women's Gymnastics Program of AGF is governed. The WPTH is a supplement to the FIG Code of Points, the CCP, the Canadian HP Manual, the Canadian WP Manual and GymCan Technical Regulations and must be used by Alberta Judges and Coaches for all AGF Sanctioned Competitions. Invitational Events must also adhere to the above-mentioned guidelines.

All coaches and judges should be familiar with the entire WPTH as well as the above-mentioned materials to ensure that the gymnasts are getting the most enjoyable and meaningful experience possible throughout their involvement in gymnastics.

## Technical Regulations

Unless otherwise specified in this WPTH, the FIG Code of Points, the CCP, the Canadian HP Manual, the Canadian WP Manual and GymCan Technical Regulations shall apply.

### CCP

The current CCP Manual including all updates from USGA shall be used during all Compulsory and Optional CCP competitions under the jurisdiction of the WPC, unless otherwise stated in this WPTH.

### HP

The current FIG Code of Points and the Canadian HP Manual shall be used during all HP competitions under the jurisdiction of the WPC, unless otherwise stated in this WPTH.

Regardless of distribution/effective date, the rules to be used at a given event will be used for the trials of that event; meaning that Trials to Canadians will use the same rules in effect at Canadian Championships.

## Modification to the Women's Program Technical Handbook

At the end of each season, the AGF WP Manager, Technical Director and the WPC will conduct a review of the Rules and Regulations and will prepare recommendations for changes for presentation to the WPA.

All proposed changes to the WPTH must be sent to the AGF WP Manager (c/o the AGF office) a minimum of thirty (30) days prior to a WPA Meeting. A minimum of Twenty-one (21) days prior to a WPA Meeting, all proposed changes to the WPTH, the agenda for the WPA meeting and the minutes from the previous WPA meeting will be circulated to all clubs, the WPC and the WJC.

Decisions of the WPA shall be made in accordance with the provisions of the AGF By-laws and within the policies and procedures of the AGF Board of Directors.

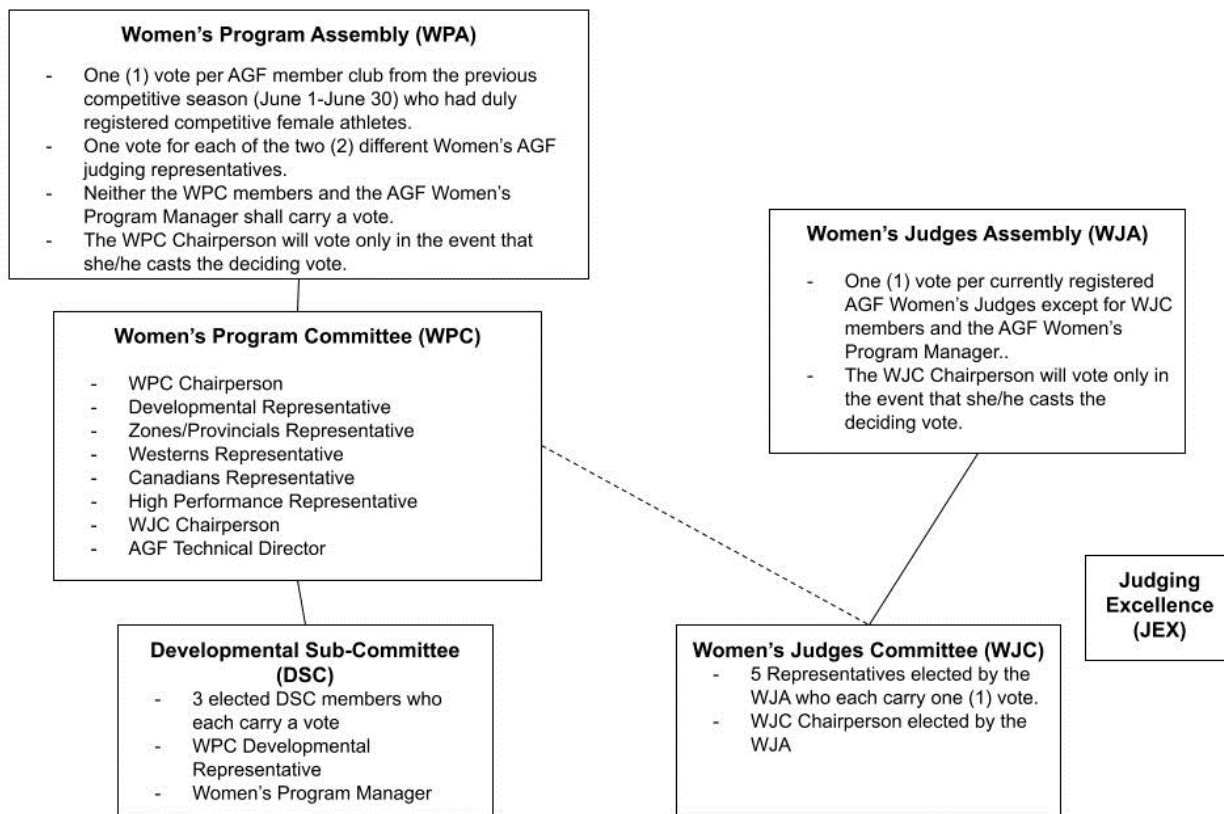
## Women's Program Mission Statement

We are dedicated to fostering competitive gymnastics and its values by encouraging participation and growth, and by supporting personal success for everyone.

## Women's Program Goal Statements

- To encourage more people participating in competitive gymnastics.
- To inspire athletes, coaches, and judges to achieve personal success.
- To attain a high level of provincial, national, and international success.
- To foster an athlete centered, collaborative and positive program and competitive environment.

## Program Structure



*Although the WJA appears to operate independently of the WPA, the WJC works closely with the WPC and functions according to the technical rules and regulations imposed by the WPA, of which they are also members. All committees consist of elected members. The Women's Program Manager assists all committees.*

## Current Women's Program Committee and Sub-Committees

### WPC

WPC Co-Chairperson	Barb Bilsborrow	<a href="mailto:wagchair@abgym.ab.ca">wagchair@abgym.ab.ca</a>
WJC Chairperson	Heather Luttrell/Brady Spencer	<a href="mailto:agf.wjc@gmail.com">agf.wjc@gmail.com</a>
Developmental Representative	Amy Miller	<a href="mailto:amy.altadore@gmail.com">amy.altadore@gmail.com</a>
Zones/Provincials Representative	Kiera Schrader-Balson	<a href="mailto:wag@gymtastics.ca">wag@gymtastics.ca</a>
Westerns Representative	Jaylene Mosier-Fenske	<a href="mailto:wag@pegasusgym.ca">wag@pegasusgym.ca</a>
Canadians Representative	Jeremy Mosier	<a href="mailto:admin@pegasusgym.ca">admin@pegasusgym.ca</a>
High Performance Representative	Lisa Pattison	<a href="mailto:lisa.pattison@calgarygymcentre.com">lisa.pattison@calgarygymcentre.com</a>
AGF Technical Director	Darren Webster	<a href="mailto:wagtechnical@abgym.ab.ca">wagtechnical@abgym.ab.ca</a>

### Women's Judges Committee

WJC Chairperson	Heather Luttrell/Brady Spencer	<a href="mailto:agf.wjc@gmail.com">agf.wjc@gmail.com</a>
Organizational Representative	Melanie Darroch	<a href="mailto:melaniedarroch@gmail.com">melaniedarroch@gmail.com</a>
Developmental Representative	Renee Hall Courtney Ewaschuk	<a href="mailto:rhallyx@gmail.com">rhallyx@gmail.com</a> <a href="mailto:cwaschuk@gmail.com">cwaschuk@gmail.com</a>
Communications Representative	Nancy Luttrell Aislinn McVittie	<a href="mailto:gymnancy@gmail.com">gymnancy@gmail.com</a> <a href="mailto:aislinn_mcvittie@gmail.com">aislinn_mcvittie@gmail.com</a>
Information and Resources Representative	Melissa Rimney Katy Younger	<a href="mailto:mrिमney@gmail.com">mrिमney@gmail.com</a> <a href="mailto:kdyounger@gmail.com">kdyounger@gmail.com</a>
Administrative Representative	Michelle Jaffray Deanna Critchley	<a href="mailto:mkjaffray@gmail.com">mkjaffray@gmail.com</a> <a href="mailto:deannacritchley@hotmail.com">deannacritchley@hotmail.com</a>
AGF Women's Program Coordinator	Carolyn Foster Carolyn Foster	<a href="mailto:wag@abgym.ab.ca">wag@abgym.ab.ca</a> <a href="mailto:wag@abgym.ab.ca">wag@abgym.ab.ca</a>

### Judging Excellence Working Group

JEX Chairperson	<b>TBD</b>
JEX Member	<b>TBD</b>
JEX Member	<b>TBD</b>
AGF Representative	Chosen on a case by case basis.

## Women's Program Assembly (WPA)

### Role

- To provide general direction to the WPC.
- To ratify the WPTH (technical regulations) for Alberta in accordance with the technical rules of GymCan.
- To ratify the Women's Program goals and objectives.
- To consider and adopt program guidelines, rules and regulations that will define the conditions of participation within the Women's Program.
- To facilitate communication with the AGF member clubs.

### Elections:

- To elect in Spring (or thereabouts) every year, all Developmental Sub-Committee members.
- To elect in Spring (or thereabouts) every even year, one (1) WPC Chairperson, one (1) Developmental Representative and one (1) Zones/Provincials Representative to the WPC.
- To elect in Spring (or thereabouts) every odd year, one (1) High Performance Representative, one (1) Canadians Representative and one (1) Westerns Representative to the WPC.

### Composition and Voting Privileges

- The WPA is composed of Program Representatives of AGF member clubs, any interested persons affiliated with an AGF member club or any associated member.
- All those in attendance will be eligible to participate in the discussion.
- Each member club from the previous competitive season (July 1- June 30) who had duly registered competitive female athletes will carry one (1) vote.
- The WAG Judges will carry two (2) votes provided two eligible judges have been assigned by the WJC and are present at the meeting to carry those votes.
- Neither the WPC members, the AGF Technical Director nor the AGF WP Manager shall carry a vote.
- The WPC Chairperson will vote only in the event that he/she will be casting the deciding vote.
- Proxy votes and telephone participation shall not be permitted at WPA meetings.
- Majority rules (50% + 1) will be followed on all voting.
- For additional clarification on voting procedures, please see article 5, subsection 9 in the AGF bylaws.

### Meetings and Quorum

- The WPA shall meet once every spring (April/May/June) and once every fall (October/November). Additional WPA meetings may be scheduled depending on the Women's Program's needs.
- Notice – A printed written or typewritten notice stating the day, hour and place of meeting and if special business is to be transacted will be provided to all member clubs and the WJC not less than 21 days and not more than 50 days (exclusive of the day of mailing and of the day for which notice is given).
- The WPC Chairperson and/or the AGF WP Manager shall chair all WPA meetings.
- All voting delegates shall register with AGF prior to the meeting and shall be identified at the commencement of each WPA meeting.
- Quorum for the WPA shall be comprised of one-third (1/3) of the voting members of the WPA. However, if at the time appointed for the holding of a given WPA meeting the required quorum cannot be achieved, such a meeting shall then stand adjourned for thirty (30) minutes at the same date and place. The members then present and entitled to vote shall be deemed as meeting the required quorum and shall be competent to transact the particular business for which the said meeting was convened.

## Women's Program Committee (WPC)

### Role

- To establish and set the terms of reference for Sub-Committees and Ad-hoc committees.
- To advise and assist the AGF Technical Director and AGF WP Manager in providing the leadership for the Women's Program.
- To develop annual goals and objectives and implement long range plans.
- To develop and propose to the WPA technical regulations (and any modifications) for Alberta, in accordance with the technical rules of GymCan and FIG.
- To enforce technical regulations, selection processes, rules and practices and procedures.
- To facilitate communication, both internal and external.
- Make decisions throughout the year regarding the application of technical regulations ratified by the WPA.
- Coordinate and supervise all technical aspects of all Women's Provincial and National activities of the AGF.
- Provide advice and guidance in the planning of competitions, clinics, and other events to train and upgrade gymnasts, coaches, judges and other officials.
- Formulate an annual plan and a corresponding budget for consideration by the AGF Board of Directors.
- Operate its programs in a manner consistent with the budgetary directives set by the AGF Board of Directors.

### Composition and Voting Privileges

The WPC is composed of:

- One (1) non-voting elected WPC Chairperson
- Five (5) voting elected WPC Portfolio Representatives (as described below)
- One (1) voting WJC Representative
- One (1) non-voting AGF Technical Director
- One (1) non-voting AGF WP Manager

The WPC can strike Working Groups or Task Forces to address identified needs with the support of the WPA.

### Desired Profile of WPC Members

- Elected members should come from various regions of the province.
- Integrity and good judgement.
- Willingness to commit time and energy.
- Willingness to share opinions and ask questions.
- Ability to assist, challenge and support AGF staff.
- Ability to accept the honor as well as the criticism of leadership.
- Ability to subjugate self-interest or constituent interest for the good of AGF.
- Knowledge of athletes, coaches and judges' development programs in planning and budgeting and in developing rules, systems and processes.
- Knowledge of women's artistic gymnastics and of the AGF Women's Program.
- Knowledge, understanding and acceptance of the Goals and Objectives of AGF.

## Eligibility

All members must be members in good standing of AGF.

## Term of Office

- Two years, starting immediately following the elections at the WPA meeting in June (or thereabouts), but in such a manner that at every WPA only three (3) of the six (6) members are new to the committee.
- The WPC Chairperson cannot exceed two (2) consecutive terms.

## Meetings and Quorum

- The WPC Chairperson, in consultation with the WP Manager and Technical Director, will determine the frequency and process for all WPC meetings.
- Quorum for the WPC shall be comprised of the majority of voting members of the committee.

## **Roles and Responsibilities**

### WPC Chairperson

- Chair all WPC and WPA meetings with the assistance of the AGF WP Manager and Technical Director.
- Assist the AGF WP Manager and Technical Director with the setting of the agendas for the WPA and WPC meetings.
- Act as the Women's Technical Representative at the GymCan Annual Meeting if the AGF Technical Director is unable to attend in June (or thereabouts).
- Act as the AGF Women's Program Representative to the AGF Board of Directors and assume the responsibilities of a Director of the Board. If the WPC Chairperson is unable to attend a Board meeting, the WPC Chairperson will be responsible to appoint another WPC member to attend in their absence.
- Liaise with the AGF WP Manager and Technical Director regarding the Coaching Mentorship Program.
- Coordinate all committee members' activities; request reports if necessary.
- Determine frequency and process for all WPC meetings.
- Follow rules and regulations established by the WPC other appointed AGF bodies.
- When necessary, ensure any disciplinary action regarding members of the AGF Women's Program is handled as per normal AGF procedures in effect at the time.

All Representatives will keep the WPC Chairperson informed of all activities.

All decisions will be made by a quorum of WPC members.

### Developmental Representative

- WPC member to liaise with WP manager and TD, providing them leadership and a framework to guide their planning and execution of events throughout the year.
- Work with the WPC in ascertaining the educational needs of developmental coaches, including the broad demographic of developmental coaches (those who are using CCP 1-5 as a steppingstone toward Aspire/National levels and those who are using other developmental programs).
- Work with AGF in sourcing out educational opportunities for Fall Congress and other similar symposiums (clinic topics and presenter ideas).
- Work with AGF in hosting CCP compulsory clinics (choreography, updates, etc.).
- Ideal candidate will have experience coaching developmental gymnastics, typically ages 5-9, including a knowledge of CCP compulsory rules.

### Zones/Provincials Representative

- Work to solicit hosts for AGF Sanctioned Competitions, evaluate equipment specifications and the hosts' ability to meet requirements and make recommendations to the WPC on selection of hosts.
- Work with host clubs to ensure equipment specifications can be met or that adequate modifications can be made where required (with WPC approval). Ensure communication to clubs of equipment modifications if required (via AGF).
- Work with the Technical Director, WP Manager and the WPC Chair to establish the schedules for Zones and Provincials.
- Act as the WPC representative on site at Zones and Provincials or ensure that another WPC member is assigned and present, to work in conjunction with AGF in ratifying scores and resolving any disputes or concerns.
- Work with AGF and host LOC for coordinating adequate awards ceremonies.
- WPC representative for Alberta Winter Games (site visits, ensuring Trials are operated correctly, assisting with Post-Trials team meetings, etc.).

### Westerns Representative

- In conjunctions with the judges and AGF, ensure the Trials to Westerns are operated correctly (including but not limited to ensuring equipment specifications meet GymCan standards, confirming with AGF the appropriate competitive draw, etc.).
- WPC representative responsible to ensure ratification of Trials to Westerns results, Team composition, Team coaches and Personal coaches, in conjunction with AGF and all available WPC members.
- Assist AGF with Post-Trials team meetings (including but not limited to assisting with team uniform fitting, collecting forms, parent information, etc.).
- Assist AGF with finding appropriate managers for Western Canadian Championships.
- Provide consultation to AGF with regard to travel and accommodation plans for Western Canadian Championships.
- Recommend an individual to the WPC as the Team Technical Leader for Western Canadian Championships.
- Assist team coaches with Team Preparation Plans.
- Act as the main WPC representative for Western Provinces' discussions and votes on technical regulations.
- Coordinate Alberta's official recommendations going to the Westerns meeting.
- Ideal candidate will have experience being a team coach at Western Championships.

### Canadians Representative

- In conjunctions with the judges and AGF, ensure the Trials to Canadians are operated correctly (including but not limited to ensuring equipment specifications meet GymCan standards, confirming with AGF the appropriate competitive draw, etc.).
- WPC representative responsible to ensure ratification of Trials to Canadians results, Team composition, Team coaches and Personal coaches, in conjunction with AGF and all available WPC members (quorum is required).
- Assist AGF with Post-Trials team meetings (including but not limited to assisting with team uniform fitting, collecting forms, parent information, etc.).
- Assist AGF with finding appropriate managers for Canadian Championships.
- Provide consultation to AGF with regard to travel and accommodation plans for Canadian Championships.
- Recommend an individual to the WPC as the Team Technical Leader for Canadian Championships.
- Assist team coaches with Team Preparation.
- Ideal candidate will have experience being a team coach at Canadian Championships.

## High Performance Representative

- In conjunction with the judges and AGF, ensure that Elite Canada Screening is operated correctly (including but not limited to ensuring equipment specifications meet GymCan standards, confirming with AGF the appropriate competitive draw, the structure of the competition, reporting to GymCan, etc.).
- Act as the WPC representative for any national training camps that may occur in Alberta for HP athletes.
- Act as the main WPC representative responsible for Canada Winter Games.
- In conjunction with AGF, source out educational opportunities for Alberta's HP coaches.
- Ensure that any official communication from GymCan to HP coaches is shared with the AGF Technical Director and WP Manager for distribution.
- Assist AGF with celebrating the successes of Alberta's HP athletes as they compete nationally and internationally (developing adequate recognition and appropriate funding opportunities).
- In conjunction with AGF, review the applications for Team Excel, and report recommendations to the WPC.
- Liaise with the WJC to ensure collaboration between Brevet Judges and HP athletes and coaches.

## AGF Technical Director

- In conjunction with AGF, prepare the WAG program's quadrennial plan.
- Develop Coach and Athlete education opportunities to meet WAG Program performance objectives.
- In conjunction with AGF, prepare and coordinate with Team Alberta members for interprovincial and national events, Support High Performance programs and objectives.
- Provide coach education opportunities throughout Alberta at AGF training camps and club visits.
- Act as Team Technical Leader at Western Canadian Championships and Canadian Championships.
- Liaise with WPC and WJC to ensure collaboration between athletes, coaches, and judges.
- When necessary, has final decision making authority at all Team Alberta events
- Act as the Women's Technical Representative at the GymCan Annual Meeting in June (or thereabouts).

## Judging Program

The Judging Program in Alberta is managed and led by the Women's Judges' Committee which reports to the WPC. Any questions or concerns regarding the judging program in Alberta should be directed to the WJC Chairperson, the AGF WP Manager or the WPC Chairperson. For more detailed information regarding the judging program, please refer to the Alberta Judges' Handbook available on the AGF Website [www.abgym.ab.ca](http://www.abgym.ab.ca).

All judges must register as a Women's Artistic Gymnastics Judge with the AGF by the November 15<sup>th</sup> deadline or immediately upon completion of their first certification course if it occurs after November 15<sup>th</sup>. A list of AGF registered and active Judges will be available to all registered competitive clubs in December of each season (or after most courses have been completed) to assist clubs with the development of judging panels for invitational competitions and for contacts for club visitations and mock meets.

The WJC will ensure the development of qualified panels for all AGF Sanctioned competitions throughout the province. For invitationals, clubs are strongly encouraged to follow the minimum requirements set out in the Judges' Handbook for judging panel composition. Clubs are encouraged to use a registered and experienced judge to create their panels. All panels can be sent to the WJC Chairperson prior to invitational competition for additional verification, guidance and feedback.

## WJC

### Role:

- To establish and maintain excellent communication amongst Alberta Judges.
- To develop and monitor all appropriate programs that affect judges, under the direction given to them by the WJA.
- To consult and report to the WPC.
- To select up to two (2) judging representatives to vote at the WPA meeting.
- To promote the professional development of all Alberta judges.
- To appoint three (3) members to the JEX Working Group (a High-Performance judge, a National judge, and a provincial judge).

## JEX

### Role:

- To deal with any judging concerns/issues between judges.
- To enhance relations between coaches and judges, so that a positive working relationship can be established. Through positive working relationships, the athletes will reap benefits and their performance will hopefully be enhanced. Through enhanced performances, national recognition should improve.
- To deal with inquiries, concerns or behaviours of Provincial, National or Brevet judges at AGF events. When a National or Brevet Judge is involved in the concern and a summary of the province's action may be forwarded to the GymCan's JEX for their information.

For matters which relate to a concern involving a coach's conduct as reported by a judge, a Code of Conduct Violation Report Form should be sent to the AGF Executive Director and will be addressed accordingly. <https://www.abgym.ab.ca/Safe-Sport/Report-a-Concern-or-Violation>

Athlete Programs and Structure					
AGF Registration Categories	Canadian Competitive Program	Canadian Aspire Program	FIG HP Canadian Models	LTAD	
National Stream Optional			HP Senior 2010 and older	Train to Win	
			HP Junior 2011 - 2012		
			HP Novice 2012 – 2015		
			Open 2012 and older		
	Level 10 2014 and older				
	Level 9 2015 and older				
Provincial Stream*	Optional	Level 8 2018 and older	Aspire 2014-2017	Train to Train Learn to Compete	
		Level 7 2019 and older			
		Level 6 2019 and older			
	Compulsory	Level 5 2019 and older	GEMS 2015-2018		
		Level 4 2019 and older			
		Level 3 2020 and older			
Xcel	Silver – Platinum				
Developmental Stream	<u>Women's Development Levels 1-2 * and Xcel Bronze</u> CCP 1/Bronze (4 yr. +) CCP 2 (5 yr. +) <u>Developmental / Pre-Competitive Training Groups</u> Club directed (4+ years)			Learn to Train	
General Gymnastics	CANGYM Club directed Recreational Program under the General Gymnastics Program of the AGF			Active Start Fundamentals Active for Life	

\* Note: These age groups are references from the USGA Manual: CCP Age / Entry requirements. There are special rules governing these Age Groups to enter into Canadian competitions. It is the coach's responsibility to check with the Provincial and GymCan regulations to determine the correct Age Group for each athlete for each competition.

## Documents in Use

The documents in effect for the 2025-2026 season are:

- Alberta Women's Program Technical Handbook
- Alberta Women's Judges Handbook
- Current Canadian Competitive Program (CCP) (*takes precedence over the USAG WDP Program*)
- USAG Women's Development Compulsory Program 2021-2029
- USAG Women's Development Optional Code of Points 2022-2026
- USAG Xcel Code of Points 2022-2026
- Current GymCan Aspire Program
- Current GymCan List of New Elements
- Current GymCan High Performance Manual
- 2025-2028 FIG Code of Points
- FIG Judges Help Desk
- Current FIG list of new elements
- Current GymCan Women's Program Manual

## Developmental Stream

This support program currently has three (3) major components. The Canadian Provincial Levels 1-3, Xcel Bronze, and the Developmental/Pre-Competitive Training Groups. To support this program Developmental Coaching Clinics will be offered at various times. AGF is currently creating an annual event for these categories to support athlete and coach development. If your club is interested in hosting one of these clinics, please contact the Developmental Representative on the WPC.

*\*Even though CCP 3 is considered a competitive category due to their participation at the Alberta Compulsory Championships, this level will still be serviced by the developmental activities in the province due to the skill level involved.*

### CCP 1-3

Women's Development Levels 1-3 are compulsory routines with set choreography and music. They allow gymnasts to develop good and strong basics and can be used as a club non-competitive achievement-oriented program or as an introduction to competition in part of the Developmental program. Clubs that prefer to use the CCP levels 1-3 as an introduction to competition will be able to register their athletes in Developmental categories and can participate in invitational meets.

### Developmental/Pre-Competitive Training Groups

These training groups are Club directed programs designed for younger athletes introducing and preparing them for competitive gymnastics. Certification requirement depends on the level and the skill requirement of the program. Please refer to Appendix 2 for coaching certification requirements.

### Xcel Bronze

The USAG Gymnastics Xcel program was developed as an alternative competitive program. The goal of Xcel is to provide gymnasts of varying abilities and commitment levels the opportunity of a competitive gymnastics program.

## Competitive Categories

Provincial Stream: Xcel Silver+, Compulsory CCP 3-5, Optional CCP 6-8, and Aspire Program

National Stream: CCP 9, CCP 10, National Open and High Performance

As of July 1, 2015, Canada has adopted the Women's Development (CCP) Program from the USA. The Canadian Women's Provincial Program (CCP) has some modifications that are not in use in the USA. Alberta follows the CCP modifications. The competitive levels are regulated by the USA WDP Manual for Compulsories and the WDP Manual for Optional Levels, the Aspire Handbook and the current GymCan WAG HP Manual. For coaching certification requirements, please refer to Appendix 2.

## Eligibility for Sanctioning

All athletes, coaches and judges representing Alberta at a Team event, must be registered members of AGF and comply with AGF Regulations for Alberta Team Representatives.

All athletes and coaches participating in an AGF Sanctioned Event and all judges assigned to an AGF Sanctioned Event must be a registered member in good standing with AGF.

All coaches must comply with the current WPA NCCP requirement (please refer to Appendix 2 for NCCP Requirements).

All athletes, coaches and judges must be registered with AGF. Athletes from out-of-province will require a letter of support from their registered PTOs.

In order to respect the FIG Statutes (Article 34) and Technical Regulations (Regulations 3.4 & 3.5), clubs who register to compete out of Canada, must complete a GymCan Sanction Request for international events, as well as for every type of participation to an event and/or activity outside of Canada. The forms and list of sanctioned events can be found on the GymCan website.

## Hosting Guidelines

Please refer to the AGF Communications Binder Section 5 (“Guidelines to Host Sanctioned Competitive Events and Leadership Courses”). Clubs are strongly encouraged to follow these guidelines and the WPTH when hosting Invitational Events.

Details regarding hosting WAG AGF Sanctioned events are included in the “Application for Hosting a Competitive Sanction” form. If you are interested in hosting an upcoming sanctioned event, please complete the application form online and return it to the WP Manager.

<https://activitymessenger.com/p/kWskJ0s>

## AGF WP Competitive Calendar

Please see the most up to date calendar of events available at [www.abgym.ab.ca](http://www.abgym.ab.ca)

<u>Date</u>	<u>Competition / Activity</u>	<u>Location</u>
December 13-14, 2025	Trials to Alberta Winter Games	Pine Valley, AB
February 5-8, 2026	Elite Canada	Calgary, AB
February 13-16, 2026	Alberta Winter Games	Lakeland, AB
February 27 – March 1, 2026	1 <sup>st</sup> Trials to Canadians	Red Deer, AB
March 8-15, 2026	Arctic Winter Games	Whitehorse, YK
March 20-22, 2026	Trials to Westerns (2 <sup>nd</sup> Trials to Canadians)	Airdrie, AB
April 9-13, 2026	Artistic Provincials (3 <sup>rd</sup> Trials to Canadians)	Calgary, AB
April 16-19, 2026	Xcel and Compulsory Championships	Medicine Hat, AB
April 23-26, 2026	Western Canadian Championships	Whitehorse, YK
	Canadian Championships	

<b>Elite Canada</b>	ENTRY FEE AND DEADLINE	Fee and Deadline to be determined by GymCan. All clubs are responsible for registering their individual athletes.
	COACHING CERTIFICATION REQUIREMENTS	C3 Certified – Coaching independently C3 Trained – Coaching under indirect supervision of C3/L3 Certified Coach As per GymCan regulations.
	ELIGIBILITY	Further information can be found in section 2 of the GymCan WP Manual, which is available online at <a href="http://www.gymcan.org">www.gymcan.org</a>

<b>Trials to Canadians</b> Trials Event #1 – February 27 – March 1, 2026 (Exleta Cup) Trials Event #2 – March 20-22, 2026 (Airdrie) Trials Event #3 – April 9-13 2026 (Provincials)	6ENTRY FEE AND DEADLINE	Deadline: As per selected competition registration deadlines As per invitational or Provincials fee. \$35.00/athlete late fee will apply after the registration deadline. AGF will not accept any registration or registration changes five (5) days prior to the event without extraordinary circumstances.	
	ELIGIBILITY	All AGF registered athletes in the Levels 9 - 10 are eligible to compete at all 3 trials events.	
	COACHING CERTIFICATION REQUIREMENTS	Levels 9 & 10	C3 Certified – Coaching independently C3 Trained – Coaching under indirect supervision of C3 Certified Coach
	TRIALS to CANADIANS QUALIFICATION	<p>All Alberta HP athletes in the Novice, Junior and Senior categories will automatically be eligible to attend Canadian Championships. All athletes in Levels 9 and 10 must qualify to attend Canadian Championships.</p> <p>Athletes must attend at least 2 out of 3 of the Trials competitions. The team will be decided based on the best 2 out of 3 all-around results.</p> <p>All athletes, including independent athletes, are required to compete on all four (4) apparatus to be eligible to attend Canadian Championships and have a minimum All-Around score of 32.00 as an average over 2 competitions.</p> <p>No petitions will be accepted.</p> <p><u>Qualification</u></p> <p>There will be four (4) team competitions at Canadian Championships in the CCP Program. Below, the number of athletes in each category who will qualify to be Team Alberta Members for Canadian Championships is summarized:</p> <p>Level 10 (12-15 years)    Level 10 (16+ years)    Level 9 (11-14 years)    Level 9 (15+ years) Top six (6) athletes    Top six (6) athletes    Top six (6) athletes    Top six (6) athletes</p> <p>The Team Competition and Format at Canadian Championships is determined by GymCan. Please review the GymCan Women’s Program Manual for further information.</p>	

	AWARDS	<p>Medals and ribbons as per individual competition</p> <p>Alberta Team Member    Qualified for Canadians    Plaques</p>
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<b>Trials to Western Canadian Championships/ 2<sup>nd</sup> Trials to Canadians</b> March 29-30, 2025 Airdrie, AB	ENTRY FEE AND DEADLINE	<p>Deadline: TBC</p> <p>\$150/athlete or Invitational Registration Fee</p> <p>\$35.00/athlete late fee will apply after the registration deadline. AGF will not accept any registration or registration changes five (5) days prior to the event without extraordinary circumstances.</p>			
	ELIGIBILITY	<p>CCP levels 8-10</p> <p>Trials to Westerns is a declaration meet. Athletes who compete at this sanctioned competition (regardless of whether or not they make the team) may move up one level within their competitive program at subsequent sanctioned competitions but cannot move down or laterally for the remainder of the competitive season.</p> <p>The minimum age requirement to travel with Team Alberta is nine (9) years of age as of December 31<sup>st</sup> of a given year. Each team member must be currently registered with AGF as a competitive athlete. All athletes must try out if vying for a spot on the Alberta Team to the Western Canadian Championships.</p> <p>Athletes not wishing to be considered for a Team to Westerns are eligible for awards but must inform the WP Manager upon registration for the event.</p>			
	COACHING CERTIFICATION REQUIREMENTS	Level 8	<p>C2 Certified – Coaching independently</p> <p>C2 Trained – Coaching under indirect supervision of C2 Certified Coach</p>		
	COACHING CERTIFICATION REQUIREMENTS	Level 9 & 10	<p>C3 Certified – Coaching independently</p> <p>C3 Trained – Coaching under indirect supervision of C3 Certified Coach</p>		
QUALIFICATION	<p>All athletes are required to compete on all four (4) apparatus to be eligible to attend Western Canadian Championships and have a minimum All-Around score of 32.00.</p> <p>No petitions will be accepted.</p> <p><u>Qualification</u></p> <p>There will be eight (8) team competitions at Western Canadian Championships. Below, the number of athletes in each category who will qualify to be Team Alberta Members for Western Canadian Championships is summarized:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Level 10</p> <ul style="list-style-type: none"> <li>- Top seven (7) 12-15 years</li> <li>- Top seven (7) 16+ years</li> </ul> <p>Level 9</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>Level 8</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul> </td> </tr> </table> <p>Alberta will send a maximum of 2 wild cards per category. Wild card athletes and coaches are not funded by AGF.</p>			<p>Level 10</p> <ul style="list-style-type: none"> <li>- Top seven (7) 12-15 years</li> <li>- Top seven (7) 16+ years</li> </ul> <p>Level 9</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul>	<p>Level 8</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul>
<p>Level 10</p> <ul style="list-style-type: none"> <li>- Top seven (7) 12-15 years</li> <li>- Top seven (7) 16+ years</li> </ul> <p>Level 9</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul>	<p>Level 8</p> <ul style="list-style-type: none"> <li>- Top seven (7) 11-14 years</li> <li>- Top seven (7) 15+ years</li> </ul>				

AWARDS	All Around	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Large AGF medals
	Events	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Small AGF medals
	All Around and Events	4 <sup>th</sup> – 8 <sup>th</sup> Place	AGF Ribbons
	Team Alberta Members	Qualified for Westerns	Plaques

<b>Alberta Xcel Championships</b> April 16-19, 2026 Medicine Hat, AB	ENTRY FEE AND DEADLINE	Deadline: TBC \$150.00/athlete \$50/coach \$35.00/athlete late fee will apply after the registration deadline. AGF will not accept any registration or registration changes five (5) days prior to the event without extraordinary circumstances.		
	ELIGIBILITY	Xcel (Silver+). Must be registered as Provincial Stream with AGF.		
	COACHING CERTIFICATION REQUIREMENTS	C1 Certified – Coaching independently (Silver – Platinum) C1 Trained – Coaching under indirect supervision of C1 Certified Coach (Silver – Platinum) C2 Certified – Coaching independently (Diamond and up) C2 Trained - Coaching under indirect supervision of C2 Certified (Diamond and up)		
	AWARDS	All Around	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Large AGF medals
		Events	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Small AGF medals
All Around and Events		4 <sup>th</sup> – 8 <sup>th</sup> Place	AGF Ribbons	
Teams		1 <sup>st</sup> – 3 <sup>rd</sup> Place	Plaques	
		Team awards will be determined by adding a team's highest three (3) All Around scores.		

**Alberta Compulsory Championships**

April 16-19, 2026

Medicine Hat, AB

ENTRY FEE AND DEADLINE	Deadline: TBC \$150.00/athlete \$50/coach \$35.00/athlete late fee will apply after the registration deadline. AGF will not accept any registration or registration changes five (5) days prior to the event without extraordinary circumstances.		
	ELIGIBILITY CCP Levels 3-5 (all age categories). Must be registered as Provincial Stream with AGF.		
COACHING CERTIFICATION REQUIREMENTS	CCP 3-5	C1 Certified – Coaching independently C1 Trained – Coaching under indirect supervision of C1 Certified Coach	
AWARDS	All Around	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Large AGF medals
	Events	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Small AGF medals
	All Around and Events	4 <sup>th</sup> – 8 <sup>th</sup> Place	AGF Ribbons
	Teams CCP 3-5	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Plaques
	Team awards will be determined by adding a team's highest three (3) All Around scores.		

<b>Provincial Championships/ 3rd Trials to Canadians</b> April 9-12, 2026 Calgary, AB	<b>ENTRY FEE AND DEADLINE</b>	Deadline: TBC \$150.00 per athlete for Provincial Championships \$50/coach \$35.00/athlete late fee will apply after the registration deadline. AGF will not accept any registration or registration changes five (5) days prior to the event without extraordinary circumstances.																
	<b>ELIGIBILITY</b>	<u>CCP 6-10 and Aspire</u> All AGF registered athletes in the Levels 6 - 10 and Aspire categories are eligible to compete at the Alberta Provincial Championships. <u>HP Athletes</u> All National Open, Novice, Junior and Senior HP athletes are eligible to compete in a separate HP category at Provincial Championships for awards and points towards athlete of the year. These athletes are not required to compete at the said event as a prerequisite for the Canadian Championships.																
	<b>COACHING CERTIFICATION REQUIREMENTS</b>	Level 6	C1 Certified – Coaching independently C1 Trained – Coaching under indirect supervision of C1 Certified Coach															
	Aspire & Levels 7-8	C2 Certified – Coaching independently C2 Trained – Coaching under indirect supervision of C2 Certified Coach																
Levels 9 & 10 HP	C3 Certified – Coaching independently C3 Trained – Coaching under indirect supervision of C3 Certified Coach																	
<b>AWARDS</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">All Around</td> <td style="width: 33%;">1<sup>st</sup> – 3<sup>rd</sup> Place</td> <td style="width: 33%;">Large AGF medals</td> </tr> <tr> <td>Events</td> <td>1<sup>st</sup> – 3<sup>rd</sup> Place</td> <td>Small AGF medals</td> </tr> <tr> <td>All Around and Events</td> <td>4<sup>th</sup> – 8<sup>th</sup> Place</td> <td>AGF Ribbons</td> </tr> <tr> <td>Teams Levels 8-10</td> <td>1<sup>st</sup> – 3<sup>rd</sup> Place</td> <td>Plaques</td> </tr> <tr> <td>Alberta Team Member</td> <td>Qualified for Canadians</td> <td>Plaques</td> </tr> </table> <p>Team awards will be determined by adding a team's highest three (3) All Around scores. There will be a team award for each of the Levels 6-10 awarded at Provincials.</p> <p>Special awards will be presented for Levels 6-10 and Aspire. Most Dynamic Vault, Most Dynamic Bars, Best Artistry on Beam, Best Artistry on Floor.</p>			All Around	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Large AGF medals	Events	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Small AGF medals	All Around and Events	4 <sup>th</sup> – 8 <sup>th</sup> Place	AGF Ribbons	Teams Levels 8-10	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Plaques	Alberta Team Member	Qualified for Canadians	Plaques
All Around	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Large AGF medals																
Events	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Small AGF medals																
All Around and Events	4 <sup>th</sup> – 8 <sup>th</sup> Place	AGF Ribbons																
Teams Levels 8-10	1 <sup>st</sup> – 3 <sup>rd</sup> Place	Plaques																
Alberta Team Member	Qualified for Canadians	Plaques																

<b>Canadian Championships</b> May 20-25, 2025 Calgary, AB	<b>ENTRY FEE AND DEADLINE</b>	All Alberta Teams and athletes will be registered through the AGF office. Deadlines are set by GymCan and will be communicated to the involved parties by the AGF office. Registration fees will be part of the cost share. Please see page 25-26 for more information.
	<b>COMPETITION INFORMATION</b>	For additional information on Canadian Championships, please refer to section 2 of the GymCan Women's Program Manual available online at <a href="http://www.gymcan.org">www.gymcan.org</a>
	<b>COACHING CERTIFICATION REQUIREMENTS</b>	C3 Certified – Pre-requisite to access floor at Canadian Championships

## Competitions

### Competitive Registration

Each competitive gymnast and their club must be registered as Provincial Stream (CCP Levels 3-8, Xcel Silver+, and Aspire Stream) or National Stream (Levels 9, 10 and HP Levels) with the AGF by the registration deadline of the competition they wish to attend. To upgrade to competitive status, please fill out the Upgrade Forms ( [www.abgym.ab.ca/membership/Registration](http://www.abgym.ab.ca/membership/Registration) ).

### Declaration and Competitive Level

Entering the CCP competitive categories and transitioning between the levels are defined in the USA WDP Manual. Alberta is not currently implementing Mobility Scores as outlined in the USA WDP Manual. However, coaches are encouraged to use the Mobility Scores as a guideline to determine the competitive levels for their athletes.

In years when Alberta Winter Games takes place, it may impact some athlete's declaration. Trials to Alberta Winter Games is not a declaration competition and have no impact on an athlete's competitive level for the remainder of the season unless the athlete qualifies to their Zone team to attend Alberta Winter Games. Athletes who qualify to their Zone team will have declared their level for the competitive season (they cannot move to Xcel). Athletes that make the level 6 team may move to Aspire 1 and if they make the level 7 team, they can move to Aspire 1 or 2.

Exception: In the situation where a Zone does not meet the composition requirements for the level 7 team, a Zone may fill their level 7 team with athletes from level 6. Those athletes may then return to level 6 for the remainder of the season, as long as this is declared to the WP Manager at the time of registration for Trials to AWG.

Once an athlete's level is declared, following the process outlined above, she may move up one level within the competitive season. She may not move up more than one level and she may not move down or laterally. Athletes are only able to compete in one Alberta Championships per season.

Levels 6-7 athletes will declare their competitive level through registration at Provincials if or by being named to an Alberta Winter Games Zone team.

Levels 8 athletes will declare their competitive level through registration at Trials to Western Canadian Championships (or Provincial Championships)

Levels 9-10 athletes will declare their competitive level through registration to their first Trials to Canadian Championships. Registration and participation in National Stream Training Camps does not commit athletes to declare to the National Stream.

### Meet Entry Fee Refund Policy

- If the Entry Fee refund form is submitted 9 business days prior to the event, a full refund will be issued minus a \$25 administration fee.
- If the Entry Fee refund form is submitted between 5 and 8 business days prior to the event, a full refund will be issued minus a \$35 late administration fee.
- If the Entry Fee refund form is submitted less than 5 business days prior to the event, no refund will be issued.
- Exception: Full Entry Fee will be refunded for medical reasons at any time prior to the start of the event (Program Coordinator may request additional information up to and including a medical doctor's certificate).
- Payment for a competition must be received no later than 7 days prior (prior to the final draws) to the start of the AGF event or clubs will automatically be removed from the event.
- <https://activitymessenger.com/p/8IWmiWC>

### Competition Format

		Option 1 – One set of equipment	Option 2 – Two sets of equipment, two panels of judges per event.
Maximum number of competitors per session:	Compulsory/Xcel Br/Sil/Go	56	96
	Levels 6 and 7/Xcel PI	48	80
	Levels 8 – 10/Xcel Di+	40	64

### Competition Schedule

The competition schedule for all AGF Sanctioned events will be determined by the AGF Technical Director, WP Manager, the WPC and the host based on registrations.

There will be a mandatory 30-minute break between sessions for the judges at all sanctioned events when possible.

### Equipment Specifications for CCP 1-10

Alberta will follow the GymCan document “Equipment Specification and Measurements Procedures”, and will follow the Canadian Women’s Provincial Program directives, and the WDP Rules and Policies Document regarding equipment.

Alberta allows an extra 20cm mat for uneven bar dismounts in the province. This will not be allowed at Trials to Westerns or Trials to Canadians.

### Competitive order

The competitive order is distributed to all registered clubs at least seven (7) days prior to the competition. Changes can be made up to 5 days prior to the competition. The final draw will be distributed to all registered clubs 5 days prior to the competition.

The draw for competitions and rotation order for all AGF Sanctioned Competitions will be completed at the AGF office after the competition registration deadline. The draw will follow the guidelines in the WPTH. For Trials and qualification events, the draw will try to follow the main event draw guidelines if possible.

To complete the draw, the clubs with the highest number of athletes will be randomly placed in events first. Clubs with smaller teams will be placed in events until all the teams have been placed. If a club must be split into two different rotations because they have

more athletes than the maximum number to evenly split the groups or they have athletes in more than one competitive level, they will be placed on Vault and Beam or Bars and Floor.

The order of passage of the athletes will drop one athlete on each event within the sub-group.

## Warm-up

Warm-up will follow the CCP Manual recommendations, or the HP Manual recommendations based on the level of competition. For detailed information please refer to the 2025-2026 manuals.

Athletes must be present for the march-in to their first event or they will be removed from the competition.

## Inquiries

Coaches wishing to inquire about their gymnast's start value and neutral deductions may do so by approaching the event head judge at the conclusion of the event rotation. Please refer to Appendix 6 for guidelines and expectations for coach/judge interaction.

## Appeals

Levels 1 – 7:

No appeals will be allowed at levels 1 – 7.

Levels 8 – 10:

A coach wishing to appeal the start value must do so in writing within fifteen (15) minutes of the conclusion of the event rotation. The appeal with a fee of \$60.00 must be presented to the Competition Head Judge (see Appendix 7 - Appeal Form). If the appeal is granted, the fee is returned to the coach. If the appeal is denied, the fee is remitted to the AGF.

The jury of appeal will be composed of the Competition Head Judge, the Event Head Judge, and, if requested by the Competition Head Judge or the Event Head Judge, the panel judges. If judges receive an appeal, they must include a written explanation of their decision with regards to the content on the enclosed appeal form. Only the issues described on the appeal form will be addressed in the appeal process.

## Tie breaking

### All-Around

The tie breaking procedure will only be applied when athletes are vying for a spot on the Team or where a Games rules and regulations do not allow ties (i.e. Alberta Winter Games).

The following procedure to break All-Around ties shall be followed:

- The gymnast with the highest event score receives the award for the tied place.
- If the gymnasts are still tied, then the gymnast with the second highest individual event score receives the award for the tied place.
- If the gymnasts are still tied, then the gymnast with the third highest individual event score receives the award for the tied place.
- If the gymnasts are still tied, then the flip of a coin (in the presence of both coaches) will break the tie for the award.

### Apparatus Final

In the event where two or more athletes are tied for a spot to compete in the Apparatus Final session, all tied athletes will proceed to the Apparatus final competition.

If two athletes are tied in the final results of the Apparatus Final, the athlete with the highest start value or D-Score will be placed ahead of the other tied athlete. If the gymnasts are still tied, then the flip of a coin (in the presence of both coaches) will break the tie for the award.

For Provincials Apparatus Finals, a tie will be rewarded to all athletes receiving the medal or placement.

## Meet Results

There will be a 5 minutes results verification period between the conclusion of the competition and commencement of Awards. Coaches will have the chance to verify results and address any discrepancies at that time. Judges must remain in the competition venue during this Verification Period. After the verification period has ended, no changes can be made to results.

## Coaching Programs Available in Alberta

Numerous programs, teaching and coaching aids are available to all clubs and coaches who are members of the AGF. These programs are widely accepted in the gymnastics community throughout Alberta, as well as in the rest of Canada. Utilization of these programs will benefit coaches in the development of club programs and provide information on improved training programs for recreational and competitive gymnasts.

## National Coaching Certificate Program (NCCP)

The NCCP is a program designed to train and upgrade coaches in a high-quality educational format. Please refer to the AGF website at [www.abgym.ab.ca](http://www.abgym.ab.ca) for more information or contact the NCCP Coordinator at the AGF office at [education@abgym.ab.ca](mailto:education@abgym.ab.ca)

## AGF Coaching Certification Requirements

AGF requires all Head Coaches or Program Directors of competitive clubs to be NCCP C2 Certified or higher in Artistic Gymnastics.

For a full list of certifications and to know what level you are certified to coach, please see the NCCP Coaching Summary in Appendix 2.

For information pertaining to the Coach in Training Program (CIT), please contact the AGF office by emailing [education@abgym.ab.ca](mailto:education@abgym.ab.ca). Alberta labour laws for adolescent minors must also be followed.

## Additional Insurance Requirements

Recreational trampoline use is permitted if a minimum Gymnastics Foundations Trampoline certified coach who is at least 18 years old is supervising. Coaches must coach within the scope of what they have been formally trained. (ie. A coach must be C1 Artistic/Level 2 Trampoline certified to independently coach inversions on the trampoline).

## Respect-in-Sport

All AGF member coaches must be certified in the “Respect-in-Sport” Program within sixty (60) days of their employment. There will be no “grand-fathering” of this course. All coaches, managers, and Chef-de-Missions named to the Alberta Team must be “Respect-in-Sport” certified and possess Standard First Aid and CPR. Please see Section 20.1.3 AGF Policies and Procedures Manual.

## Police Record Check and Intervention Record Check

By March 1 of each competition year, all AGF appointed coaches and volunteers who plan on holding positions with provincial teams for the current year must have submitted to the AGF office a document that proves that the coach or volunteer has applied for a current PRC and IRC. The completed PRC and IRC must be received by the AGF office prior to the event/competition registration deadline. This includes both Team and Individual coaches.

PRCs and IRCs are valid for a period of three years from the date of the completed form. Notwithstanding this, the Alberta Gymnastics Federation may at any time request that an individual in a designated category provide an updated PRC/IRC if the Alberta Gymnastics Federation has grounds to believe that the results of the PRC/IRC obtained previously are no longer accurate.

## Coaching Requirements for Sanctioned Competitions

Please refer to the competition list for specific coaching certification requirements for AGF sanctioned events (pages 14-19).

<https://activymessenger.com/p/inVQYhI>

## Selected Alberta Delegation Members

For AGF Funded travels the most economical method of transportation, including en route meals and accommodation will be used. AGF will book all travel for athletes and coaches for competitions in the East (Ontario and further East). Coaches and athletes are required to book their own travel for competitions in the West (Manitoba and west). AGF will reimburse a maximum of \$650 for flights/mileage with receipts.

All Alberta coaches (team and independent) must stay in the same residence or hotel as the Alberta delegation (coaches, athletes, managers and chefs) unless otherwise assigned by AGF regardless of if the competition is in our home province/city. Team coaches must travel with the gymnasts whom he or she is assigned to coach, unless the AGF Board of Directors or their designate approves alternate arrangements.

Since judges are not responsible for athletes, if the competition is in the judge's home city, a judge may choose to stay with the delegation or at home (food and parking costs will be reimbursed). All out of town judges, must stay with the Alberta Delegation or in the Officials accommodation.

AGF policies take precedence over GymCan/LOC, etc. policies.

AGF Team Uniform Policy applies to all AGF funded Team Alberta events.

The individual will assume cancellation costs incurred to the AGF due to notification from an individual less than four (4) weeks prior to departure unless medical or extenuating circumstances apply. The individual has the responsibility of providing adequate proof to their AGF Program Manager.

Cancellations after the event registration deadline will not be accepted.

Please refer to the AGF "Team Leaders Manual" for information pertaining to officials, athletes, coaches and managers.

## Coaches

For additional detailed information pertaining to Team Coaches, refer to Appendix 5 "WAG Team Coaches Roles and Responsibilities" and to the "Team Leaders Manual".

The Team Coach(es):

- may only represent one discipline (eg WAG, MAG, Trampoline) at any given event.
- shall be at least 19 years of age.
- should have coached for a minimum of three (3) years at a competitive level.
- should be actively working with the club athletes who have been selected to the provincial delegation/team.
- to be named as a team coach it is highly recommended that they attend the Trial(s) event(s) involved in the team selection process.
- must agree to work with their assigned team athletes equally and fairly.
- are responsible for the overall supervision and management of the team's activities before, during and after the competition.
- are responsible for creating the competition order in the best interest of Team Alberta.
- are responsible for all provincial team athletes for the duration of the entire competition including all events the athletes will compete in.
- also has the authority to allow any personal coach on the competition floor or training gym, in accordance with the rules of the competition.

## Required Certification

- Westerns – must be certified as per the current recommendations in the Western Canadian Championships' Policy Manual
- Canadian Championships and Canada Winter Games – must be C3 Certified
- Western Canadian Summer Games – Head Coach must be C3, Second Coach must be C2 certified

AGF through the Technical Director reserves the right to appoint a coach other than the club's recommended appointment in the interest of athlete safety. The WPC and the Technical Director must approve the selected Team Coaches within 10 days of Trials to Westerns for Westerns and by the end of the Canadians training camp for Canadian Championships.

Any club that has athletes representing Team Alberta at Westerns and/or Canadians, that does not have a team or HP coaching position, must send at least one coach at the correct level to the athlete to the training camp and competition. If the club does not already have a team coaching position or HP coaching position, the coach will attend as an individual coach on a cost share basis to the competition. All HP, team, and individual coaches must attend the entirety of the event. Any exceptions to this must be approved by the WPC.

For Team Alberta events, only Team coaches and the Technical Director will be allowed on the floor for the Team Competition. For warm-up, personal coaches are permitted floor access. A Team Coach may invite a personal coach to assist by tagging out at the coral under the supervision of the Technical Director. The number permitted coaches on the floor to follow the rules of the competition.

If an athlete is placed in a separate group from that of the provincial team athletes (i.e. Wild Card competitors at Western Championships) the athlete's personal coach will be allowed access to the floor for this competition in accordance with the rules of the competition.

For matters which relate to a concern involving a coach's or athlete's conduct as observed or reported by another coach, judge, manager, or athlete, the first point of contact should be the Technical Director. The Technical Director reserves the right to remove or replace the coach or athlete if they deem it necessary in the best interest of Team Alberta. In the instance that a Code of Conduct Violation Report Form is necessary, it should be sent to the AGF Executive Director and will be addressed accordingly.

<https://abgym.ab.ca/safe-sport/report-a-concern/>

Any coach that has received a yellow card in a sanctioned event, shall not be eligible for any Team Coaching position for a period of one calendar year from that sanctioned event date (this does not exclude them from being an individual or HP coach). Any coach that has received a red card in a sanctioned event, shall not be eligible for any Team Alberta coaching position (Team, Individual, or HP) for two calendar years from that sanctioned event date.

## Team Coach Selection Process

One (1) coach will be selected for teams of four (4) or less athletes.

Two (2) coaches will be selected for teams of five (5) or more athletes.

Team Coaches are selected based on a points system. Points allotted to clubs will correspond to the number of athletes that make up the official Alberta Team and will not include alternates, petitioned or invited athletes. The club/coach with the most points will qualify to name the Team Coach. Officially, a Team Coach is not named, until ratified by the WPC.

<u>Team Size: 7</u>	<u>Team Size: 6</u>	<u>Team Size: 5</u>	<u>Team Size: 4</u>
1 <sup>st</sup> Place – 7 points	1 <sup>st</sup> Place – 6 points	1 <sup>st</sup> Place – 5 points	1 <sup>st</sup> Place – 4 points
2 <sup>nd</sup> Place – 6 points	2 <sup>nd</sup> Place – 5 points	2 <sup>nd</sup> Place – 4 points	2 <sup>nd</sup> Place – 3 points
3 <sup>rd</sup> Place – 5 points	3 <sup>rd</sup> Place – 4 points	3 <sup>rd</sup> Place – 3 points	3 <sup>rd</sup> Place – 2 points
4 <sup>th</sup> Place – 4 points	4 <sup>th</sup> Place – 3 points	4 <sup>th</sup> Place – 2 points	4 <sup>th</sup> Place – 1 point
5 <sup>th</sup> Place – 3 points	5 <sup>th</sup> Place – 2 points	5 <sup>th</sup> Place – 1 point	
6 <sup>th</sup> Place – 2 points	6 <sup>th</sup> Place – 1 point		
7 <sup>th</sup> Place – 1 point			

If a gymnast withdraws from a provincial team before the competition and a replacement is a competitive member of another club, there is not a change of point allotment for the selection of the team coach from the original assignment of points. However, if as a result of a gymnast withdrawing, the Team Coach is left without a personal athlete on that team, the club with the next highest points would assign a new Team Coach.

### **Tie Breaking Procedure**

If there is a tie in the number of points allotted to two clubs, the club/coach with the highest number of athletes on the team in question will qualify to select the Team Coach. In the event of a tie for points and athlete numbers, the club/coach with the athlete who received the highest all-around score will qualify to select the Team Coach.

### **HP Coaches**

All HP Novice, Junior and Senior athletes attending Canadian Championships will each be allotted one (1) personal coach, to a maximum of two (2) coaches per club. The coach named as a High Performance (HP) coach attending Canadians must be named on the GymCan HP list.

### **Team Technical Leader**

The AGF Technical Director will be assigned as the Team Technical Leader for Western Canadian Championships as well as Canadian Championships. The role of the person in this position is to provide leadership for the team coaches and managers. To facilitate communication and collaborative decision making. The Technical Director will have final say on decision making at these events.

### **Verification Process for Team Alberta Athletes**

All CCP team athletes must show full routines on all four (4) events at the scheduled team training camp. If an athlete is injured or sick prior to the training camp, the coach must send a request to the Technical Director and team coaches to move the verification to a different date. They must verify full routines at least 1 week (7 days) prior to the departure of the competition.

To complete the verification process of an injured/sick athlete, the athlete must first be medically cleared. Medical clearance can be done by a doctor, physiotherapist, or athletic therapist with no conflict of interest (ie. Family member) to the athlete.

The verification will be done by the AGF Technical Director and a WJC appointed judge. The team coaches are invited to attend the verification either in person or virtually. Athlete must show full routines on all four (4) events to have a successful verification. If the athlete is unable to show full routines on each event, the Technical Director has the right to remove the athlete from the team and replace them with the alternate.

### **Alcohol, Tobacco, and Cannabis**

All Team AGF members will refrain from consuming alcohol, tobacco, or cannabis except for alcohol purchased and consumed in accordance with a license that permits consumption in a public place (i.e. open aired patio), a person must not, in a public place, consume alcohol or possess alcohol in an open container.

All Team AGF members who are of legal age (provincial legislation) will not consume alcohol, tobacco or cannabis in the presence or vicinity of minors. All AGF members are encouraged to take reasonable steps to manage the responsible consumption of alcoholic beverages in social situations associated with events and should make every attempt not to consume alcohol, tobacco, or cannabis in the presence of athletes.

## Expense Claim Policy

The AGF Expense Claim Policy applies to expenses that may be incurred by individuals while carrying out duties on behalf of the AGF including meetings, clinics, workshops, judging assignments, etc. This policy does not apply to expenses for events such as major competitions. Allowable expenses for major competitions are considered on a project-by-project basis in relation to the AGF annual budget.

Expense claims will be done on the appropriate form online (link) and signed by the individual making the claim. Requiring the staff to sign a claim on behalf of another person is undesirable. Original receipts are required when claiming an expense. The AGF Executive Director must approve all claims.

Expense claims must be submitted within 20 days following the completion date of the activity. Expense claims after this deadline will not be reimbursed. Expenses incurred within a given fiscal year must be claimed before June 30<sup>th</sup> of that year unless the AGF Executive Director grants an extension.

Expenses, which are not substantiated by receipts, will not be reimbursed, (with the exception of personal vehicle allowances). Expenses, which are beyond the stated maximum, will be reimbursed only to the maximum allowable claim.

Expense claims for courses, etc. must be authorized by the AGF WP Manager. Expense claims for judging must be authorized by the Assigned Alberta Head Judge who will submit them to the AGF WP Manager for authorization and processing.

Expense Claim Policy guidelines and details are listed on the online expense claim form.

<https://activitymessenger.com/p/efn5KTn>

## Funding for Athletes

### Athlete Cost-Share

The AGF athlete cost-share for Western Canadian Championships and Canadian Championships will offset the following expenses:

- Travel and meal expenses for Alberta Team Coaches, Alberta assigned Judges and Mission Staff
- Team Alberta special attire (swag items)
- Accommodations
- Contingency
- On-site Transportation
- Registration fees

Travel and food expenses for athletes are not included in the cost-share.

AGF athlete cost-share does not include the Alberta team bodysuit or tracksuit for Western Canadian Championships or Canadian Championships.

Example Cost Share Chart:

WAG Teams	#s	Registration Fee \$	Accommodation \$	Meals \$	Contingency \$	SWAG \$	Van Rental \$	Mileage/Flight \$
Athletes								
Coaches								
Judges								
Chefs								
Managers								

Totals								

### Athlete Cost-Share – Western Canadian Championships

AGF will be funding the level 8 athletes on a cost-share basis. The amount of funding available is determined by the AGF Budget. Levels 9 and 10 athletes do not receive cost-share funding for Westerns as they are funded for Canadians. After all expenses have been submitted, an invoice for the cost-share will be sent to each club.

### Athlete Cost Share – Canadian Championships

All athletes attending Canadian Championships will receive partial funding determined by AGF Budget allocation. After all expenses have been submitted, an invoice for the cost-share will be sent to each club.

### Aspire Program Funding

The Aspire funding will support Aspire level athletes to attend a GymCan organized Aspire Camp which is held outside of the Province. Aspire athletes must apply for the funding before January 1<sup>st</sup> and June 1<sup>st</sup>. The funding available will be appropriately distributed between the qualified applicants. [Link](#).

### HP Athlete Development Funding

HP funding exists to support the goals of the Strategic Plan as it pertains to the development of HP Programs and International Excellence in Women’s Gymnastics. The purpose of this funding is to provide funds for quality educational and practical experiences that would assist the HP athletes to attain national Team status and foster a team building environment. Refer to the online form for full funding eligibility, criteria and requirements.

HP athletes (Novice, Junior, and Senior) can apply for funding to travel to an International event. Deadline for applications are January 1<sup>st</sup> and June 1<sup>st</sup>. [Link](#).

### Athlete Enhancement Funding

The AGF enhancement funding rewards athletes in both the Olympic and Non-Olympic route for their exemplary accomplishments at the National and HP levels. Funds are divided between Performance and Core. For a detailed copy of the AGF enhancement funding document, please contact the AGF office.

### Funding for Coaches

#### Coach Cost Share – Western Canadian Championships & Canadian Championships

All named Team Coaches will receive 100% funding for Western Canadian Championships and Canadian Championships. Each High Performance athlete is entitled to one fully funded coach at Canadian Championships, to a maximum of two coaches per club.

Any club that has athletes representing Team Alberta at Westerns and/or Canadians must send at least one coach to the training camp and competition. If the club does not already have a team coaching position or HP coaching position, the coach will attend as an individual coach on a cost share basis. All HP, team, and individual coaches must attend the entirety of the event. Any exceptions to this must be approved by the WPC.

Individual Coaches, registered by AGF and issued an accreditation, are still part of Team Alberta and have access to all services provided by AGF. These coaches are bound by the rules in the Team Coaching Manual, Team Leaders Manual and the WP Handbook.

For Western Canadian Championships, a coach of wild card athletes will be self funded to attend the event as calculated by AGF (not the cost share amount).

For Canadian Championships, a club can send an Individual Coach self-funded as calculated by AGF (not the cost share amount). Individual Coaches, registered by AGF and issued an accreditation, are still part of Team Alberta and have access to all services provided by AGF. These coaches are bound by the rules in the Team Coaching Manual, Team Leaders Manual and the WP Handbook.

### **Alberta Coaching Excellence (A.C.E.) Mentorship Program**

To provide funds to assist potentially talent identified WAG coaches to attend quality educational and practical experiences, assisting with their development as it pertains to the development of Alberta coaching excellence, under the direct guidance of the WAG Technical Director within the A.C.E program. Please refer to online form for full funding criteria and requirements. Applications for A.C.E. are due to the AGF office by January 1<sup>st</sup> and June 1<sup>st</sup> of each year and all applications will be reviewed by the WPC at the same time.

[Link](#)

### **Coach Professional Development Funding**

The purpose of this is to provide funds to HP and National coaches so they can attend quality educational and practical experiences, assist with their development as it pertains to the development of HP Programs and international excellence. Provincial level coaches are also encouraged to apply for funding and may be allocated funding depending on other applications. Please refer to application for full funding criteria and requirements. Applications for the Coach Professional Development Funding are due to the AGF office by January 1<sup>st</sup> and June 1<sup>st</sup> of each year and all applications will be reviewed by the WPC at the same time. The available funding will be distributed amongst the qualified applicants based on their expenses and the activities undertaken.

[Link](#)

### **Coach Enhancement Funding**

The AGF enhancement funding is a process which rewards athletes in both the Olympic and Non-Olympic route for their exemplary accomplishment at the National and HP level. Coaches obtain enhancement funding based on the performance of their athletes. For a detailed copy of the AGF enhancement funding document, please contact the AGF office.

### **Funding for Judges**

The funding opportunities for judges are outlined in the Alberta Judges' Handbook. For a copy of the Alberta Judges' Handbook please contact the AGF office or view it online at [www.abgym.ab.ca](http://www.abgym.ab.ca)

### **Alberta Ranking list**

An AGF WAG "Provincial Ranking List" will be compiled each year by July 30<sup>th</sup> (unless there is a competition that takes place in August, in which case, the rest of the list will be completed by July 30<sup>th</sup> and the remaining pieces will be added at the conclusion of the competition). This list will rank Alberta HP and National Stream athletes who competed nationally and internationally throughout the competitive season. The list will be based on the September 1<sup>st</sup> – August 31<sup>st</sup> competitive season.

Athletes will be ranked according to the number of points attained, based on Appendix 9. The list will be compiled by the AGF WP Manager and verified by the WPC. It will then be circulated to all personal coaches of the athletes included on the list to verify accuracy. Authority to make changes to the "Provincial Ranking List" will be done at the WPC level.

## Annual Achievement and Recognition Awards

The annual AGF Awards Banquet is under the direction of the AGF Board of Directors.

### Coach of the Year

The Coach of the Year award is awarded to one coach from each of the competitive disciplines within AGF. This individual will be selected from the respective technical committees.

### Official of the Year

The Judge of the Year award is awarded to one coach from each of the competitive disciplines within AGF. This individual will be selected from the respective technical committees.

### Judges Recognition

The top three National and the top three Provincial WAG judges will be recognized by the WJC. They will not be recognized at the banquet.

### AGF Service Recognition

AGF recognizes years of service in 5-year increments. Years of service are counted for: committee members, active judges, coach developers, team managers, team coaches, and LOCs for major events.

### Athlete Achievement Awards

International Achievement – Athlete Represented Canada on a GymCan Sponsored team.

National Achievement – For athletes whose category is eligible for Canadian Championships and Elite Canada

- Athlete placed in the top three (3) on an event or in the All-Around at the Canadian Championships.
- Athlete placed in the top three (3) All-Around at the Western Canadian Championships
- Athlete placed in the top three (3) on an Apparatus Final at the Western Canadian Championships
- Athlete earned a Team Gold, Silver, or Bronze medal at the Canadian Championships
- Athlete earned a Team Gold medal at the Western Canadian Championships
- Athlete placed in the top six (6) on the Alberta Ranking List (Appendix 9)
- Athlete attended Canada Winter Games for Team Alberta
- Athlete placed in the top three (3) on an event or in the All-Around at Elite Canada

Provincial Achievement – For athletes whose category is eligible for Western Canadian Championships

- Athlete placed in the top three (3) All-Around at the Western Canadian Championships
- Athlete placed in the top three (3) on an Apparatus Final at the Western Canadian Championships
- Athlete earned a Team Gold medal at the Western Canadian Championships
- Athlete placed in the top three (3) All-Around at Arctic Winter Games
- Athlete placed in the top three (3) on an Apparatus Final at Arctic Winter Games
- Athlete earned a Team Gold medal at the Arctic Winter Games

### Athlete Recognition

- All athletes who placed first All-Around at Provincial Championships, Compulsory Championships, and Xcel Championships in their respective level and age group will be sent a certificate for their achievement. These athletes would not be invited to the gala.



***Women's Artistic***  
***Technical Handbook***  
***2025-2026***