



**40th ANNUAL COLONIAL OPEN  
HOSTED BY  
COLONIAL FIGURE SKATING CLUB  
June 5 - June 8, 2025  
Nashoba Valley Olympia - Boxborough, MA**

**REGISTRATION OPENS: APRIL 1, 2025  
REGISTRATION DEADLINE: APRIL 15, 2025 at 11:59 PM EST**

**\*\* We reserve the right to close registration early, based on entry capacity. \*\***

The 2025 Colonial Open will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#), as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules.

Skaters must be a currently registered member of a U.S. Figure Skating member club, a collegiate club or an individual member in accordance with the current rulebook. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

## EXCEL SERIES INFORMATION

The Colonial Open meets the requirements for participation in the [Excel Series](#). Additional information on the [2025 Excel Series](#) may be found on [U.S. Figure Skating's Members Only](#) site.

Skaters must register to participate in the Excel Series prior to competition at designated competitions in order to have their points recorded and seen in standings.

[Excel Series Registration](#) | [2025 Excel Series Information](#)

The following events will be run under IJS: Preliminary Plus, Pre-Juvenile Plus, Juvenile, Juvenile Plus, Intermediate, Intermediate Plus, Novice, Junior, and Senior.

## ADULT SERIES INFORMATION

Adult 1-6, adult beginner, adult high beginner, adult pre-bronze and adult bronze program/free skate events that meet Adult Competition Series guidelines are offered at this competition. Adult Competition Series participants must submit a photo, scanned copy, email attachment or screenshot of the results sheet to [adultcompetitionseries@gmail.com](mailto:adultcompetitionseries@gmail.com) by the deadline published in the most recent [Adult Competition Series Handbook](#) to receive credit and series points.

## ELIGIBILITY

### Singles: Excel and Well-Balanced Events:

- Skaters must meet at least the minimum singles test requirements for the event's level. A skater's singles test level may be higher than the minimum requirement.
  - Skate Up: skaters may skate up one level higher than their minimum test requirement allows.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete's competitive floor is set by one of the following scenarios:
  - If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
  - If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the "floor" set by their excel series entry.
  - If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to the information sheet [HERE](#) or email [events@usfigureskating.org](mailto:events@usfigureskating.org).

### All other singles and partner events (such as Adults, Pairs, Ice Dance):

- Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

## AGE RESTRICTIONS / REQUIREMENTS

Singles free skate events (well-balanced program) have the following requirements:

- Juvenile: Girls – 12 years or younger; Boys – 13 years or younger
- Open Juvenile: Girls – 13 years or older; Boys – 14 years or older
- Intermediate must be under the age of 18
- Adults must be 21 years or older

Skaters entering pre-juvenile and lower events will be divided as closely as possible by age should the number of entries warrant more than one group.

## ADULT EVENTS

Age classes for all free skate, dramatic entertainment and light entertainment events:

- Young Adult: 18 years through 20 years
- Class I: 21 years through 35 years
- Class II: 36 years through 45 years
- Class III: 46 years through 55 years
- Class IV: 56 years through 65 years
- Class V: 66 years and older

All age classes may be divided or combined depending on the number of entries and at the discretion of the chief referee and/or the competition committee. Men and ladies will be combined in Adult 1 through adult bronze free skate events (based on the [Adult Competition Series rules](#)), and all levels of compulsory moves, solo dance, solo free dance, jumps, spins and dramatic/light entertainment events. Men and ladies will not be combined in adult silver and higher free skate events. Athletes in adult silver and higher free skate events with no competitor of the same gender in another age class will be offered the opportunity to skate an exhibition for first place, skate up to the next higher level (if this provides a competitor) or be issued a refund. The chief referee reserves the right to request proof of age.

## OUR COMMUNITY

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

## EVENTS OFFERED

Program requirements for the events listed below can be found here: [usfigureskating.org](https://usfigureskating.org) – Skate – Compete – Program Requirements

This event will follow program requirements for the 2025 season.

COMPETE USA EVENTS	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price
Aspire 1-4 Program with Music	6.0	\$75	\$50
SINGLES	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price
Excel Free Skate (Pre-Preliminary & Preliminary)	6.0	\$140	\$140
Excel Free Skate (Juvenile–Senior & all Plus Events)	IJS	\$175	\$175
Well Balanced Short Program	IJS	\$175	\$175
Well Balanced Free Skate (Pre-Preliminary)	6.0	\$140	\$140
Well Balanced Free Skate (Preliminary - Senior)	IJS	\$175	\$175
Adult Free Skate (Bronze – Master Jr/Sr)	IJS	\$175	\$175
Adult Free Skate (Beginner - Pre-Bronze)	6.0	\$140	\$140
SHOWCASE	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price
Emotional Performance (Adult)	CJS	\$140	\$140
Choreographic Artistry (Adult)	CJS	\$140	\$140
Lyrical Pop (Adult)	CJS	\$140	\$140
Character Performance (Adult)	CJS	\$140	\$140
Comedic Impressions (Adult)	CJS	\$140	\$140
Adaptive Individual Showcase	CJS	\$100	\$100
Adaptive Unified Partner Showcase	CJS	\$100	\$100
PAIRS	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price
Short Program (Novice - Senior)	IJS	\$160	\$160
Free Skate (Juvenile - Senior)	IJS	\$160	\$160

## SKATESAFE® COMPLIANCE

For full details about SkateSafe® compliance at U.S. Figure Skating competitions, refer to the U.S. Figure Skating SkateSafe® webpage: [www.usfigureskating.org/skatesafe](http://www.usfigureskating.org/skatesafe). **NON-DISCRIMINATION** U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program receives, investigates and addresses allegations of discrimination or harassment throughout its membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (GR 1.01) and Code of Conduct (GR 1.02), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit [www.USFigureSkating.org/SkateSafe](http://www.USFigureSkating.org/SkateSafe) or email [SkateSafe@USFigureSkating.org](mailto:SkateSafe@USFigureSkating.org).

## ATHLETE ASSISTANCE/ACCOMMODATIONS

Should a skater with disabilities require any specific accommodations or assistance for their competitive event, please submit your approved S.A.M to the Competition Chair by the registration deadline at [events@colonialfsc.com](mailto:events@colonialfsc.com)

## COACHES

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

With EMS, coaches must be included within a skater/team's registration or updated through their EMS Skater Portal via "[My Coaches](#)" or "Team Personnel." All coaches declared at the time of registration will be included on the registration confirmation email. Note: There is no registration approval process within EMS as the data (membership and test level) is tied to the U.S. Figure Skating database. Non-compliant coaches will receive automated email reminders through the start of the competition.

EMS Coach Resources (not TOI):

- [My Competitions](#)
- [My Skaters](#)
- [Coach Schedule](#)

## MANDATORY ATHLETES

Athletes age 18+ as of the competition start date who will be competing on a team (i.e., synchro, ice dance, pairs, shadow dance, theatre, etc.) with at least one Minor Athlete must complete SafeSport™ Training.

Minor athletes who turn 18 mid-season are encouraged to seek parental consent to take the online SafeSport™ Training early to avoid any disruptions in their ability to participate as the training is required upon turning 18. The athlete will not be SkateSafe® compliant until they have completed the training and their Members Only portal reflects completion. Please email [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) for instructions or questions regarding parental consent.

## EMS REGISTRATION

Entries will be accepted via [EMS Competition Portal](#) with credit card only. Each transaction includes a 3% credit card fee.

**Registration Deadline: 04/15/2025 at 11:59 EST**  
**NO LATE ENTRIES WILL BE ACCEPTED.**

1. Go to <https://www.usfsaonline.org>
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate USA member number and password
  - a. If you need assistance with your member number and password, contact Member Services at [memberservices@usfigureskating.org](mailto:memberservices@usfigureskating.org).
3. Click EMS then "Competition Registration"
4. Choose "COMPETITION NAME" from the list of nonqualifying competitions.
  - a. If you need assistance completing your registration, contact [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org).

## TEST CREDIT

Skaters that meet the requirements for test credit in the Freeskate event may purchase a test credit packet in EMS during their registration. Test Credit Packets requests must be completed and paid for prior to the event starting. Test credit packages are \$25.00 and payable in EMS or via check on site at the competition to the Colonial Figure Skating Club. **Any athlete skating up TWO levels is not eligible to receive test credit. Packets will not be mailed and must be picked up before the end of the competition.**

## FOREIGN SKATERS

Non-U.S. skaters intending to register for this competition must set up a non-member account prior to registering for the competition ([click here for HOW TO](#)). This can be done by choosing the "Create Account (Non-Member)" option on the [Members Only](#) login page.

## EMS MUSIC UPLOAD

**DEADLINE: MAY 15, 2025 at 11:59 EST**  
**ANY MUSIC RECEIVED AFTER THE DEADLINE WILL INCUR A \$25 LATE FEE**  
**EMS SKATER MUSIC UPLOAD HOW TO: [CLICK HERE](#)**

Competitors participating in events with music are required to upload their music to [EMS Competition Portal](#) no later than **MAY 15, 2025**. After this date, skaters will be locked out of this feature and subject to a **\$25 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite. **If you need assistance, email: [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)**

All music must meet the following criteria. If you have questions about what format you have, please contact your coach and get a new version of your music that meets the criteria listed below. No CDs will be accepted, please use EMS music upload.

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rinkside whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode and volume turned to maximum.

## MUSIC CRITERIA

- File Format: MP3
- Bit Rate: 192 kbps or higher and Sample Rate: 44,100 kHz. This will be verified by the music chair and they may request you upload a corrected file.
- Leaders and trailers (the silence or "dead space" before and after the actual start and end of the program music) may not exceed two (2) seconds. We prefer that there be NO leaders or trailers at all. Excessive leaders and trailers may disrupt the playing of the music during competition.

## EMS PLANNED PROGRAM CONTENT (PPC)

**DEADLINE: May 15, 2025 at 11:59 EST**

**ANY PPC RECEIVED AFTER THE DEADLINE WILL INCUR A \$25 LATE FEE**

**EMS PPC UPLOAD HOW TO: [CLICK HERE](#)**

Competitors participating in IJS events are required to submit PPC in [EMS Competition Portal](#) no later than **MAY 15, 2025**. After this date, skaters will be locked out of this feature in EMS and subject to a **\$25 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite. **If you need assistance, email [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)**

## REFUND POLICY

Entry fees will not be refunded after April 15, 2025 unless there is no competition, or the event is canceled. Per USFS rule 3058, once entries have closed, entry fees are only refundable if the competition is not held. There will be no refunds for medical withdrawals. If the 2025 Colonial Open competition is not held due to compliance with COVID-19 related federal, state, and local guidelines, a full refund of competition fees will be issued to participants. Online processing fees are non-refundable at any time.

Two skaters constitute an event. Events with only one entry after the combining of events by the referee are considered canceled, and the sole skater will be offered a refund, or the opportunity to skate with a panel of judges.

## LIABILITY

U.S. Figure Skating, Colonial Figure Skating Club, Inc., Nashoba Valley Olympia and Olympus Realty Trust, Inc., accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook. By participating at the Colonial Open Competition, you agree to release, indemnify and hold harmless Colonial Figure Skating Club, Inc., Nashoba Valley Olympia, Inc., and Olympus Realty Trust, and all of their directors, officers, agents, insurers, attorneys and employees, from any and all claims, demands,

losses, damages or injury, whatsoever, of any kind or nature, that may sustain as a result of you (or your child's) participation.

## SCHEDULE

Competitors may be scheduled on any day or time during the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available.

## FACILITIES

The competition will be held at Nashoba Valley Olympia, 34 Massachusetts Avenue, Boxborough, Massachusetts. The Nashoba Valley Olympia facility has handicap access ramps at the main entrance and inside Olympia III. The competition will utilize the following ice surfaces:

- Olympia I, ice surface is 186' x 87'
- Olympia II, ice surface is 183' x 84'
- Olympia III, ice surface is 184' x 82' with round corners

## ONSITE CHECK-IN

Competition check in on the day of the event will be outside. Registration will be open one hour before the first event of the day and will remain open until 30 minutes prior to the last scheduled event.

## LOCKER ROOMS

### GENERAL LOCKER ROOMS

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes under 11 years old that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy and the SkateSafe® Handbook (both found on the [U.S. Figure Skating SkateSafe®](#) page).

## PRACTICE ICE

Unofficial practice ice (UPI) is not included in your entry fee and can only be purchased through the EMS Skater Portal. A timeline for practice ice sales periods will be available for viewing on the Main Page of your skater portal. We will offer a pre-purchase window (with session selection), along with open sales. Pre-Purchase practice ice will open at the start of registration and will close May 1, 2025 @ 11:59 PM. Information regarding practice ice will also be emailed out to all competitors and posted on the event website.

Practice Ice Resources for Skaters: [Pre-Purchase](#) and [Selection](#) | [Open Sales](#)

## PHOTO/VIDEO

Live and on-demand streaming, and sales and distribution of U.S. Figure Skating sanctioned and approved events, programs, and activities that include the playback of music is strictly prohibited. This prohibition does not apply to the distribution of footage that does not include music. Questions about this can be directed to [music@usfigureskating.org](mailto:music@usfigureskating.org).

All photography and recording are restricted to hand-held battery-operated equipment, without monopod or tripod. Photography or recording for any commercial purpose is strictly prohibited. **To ensure safety of participants, flash photography is not permitted at any time.**



**Note, per U.S. Figure Skating policy, photographing and/or recording of any one other than your own skater is strictly prohibited.**

## **AWARDS**

Awards provided for 1st – 4th place in all categories and will be presented off ice and will be picked up at the awards table outside the rink approximately 30 minutes after the conclusion of their event. Additionally, the Carolyn Pierce Artistry Trophy will be awarded to the Juvenile Girl and Boy with the highest overall Performance Component as determined by the judges.

## **VOLUNTEER INFO**

If you are interested in volunteering for the event, please reach out to [events@colonialfsc.com](mailto:events@colonialfsc.com)

## **OFFICIAL NOTICES**

A tentative schedule of events will be posted prior to the competition. Official competition notices will be published on our website: <https://www.colonialfsc.com/colonialopen>. In addition, participants, coaches or entrants may receive email communications from the competition committee.

It is the responsibility of each competitor, parent and coach to check for any schedule changes and/or additional information. Skaters are requested to arrive 1 hour prior to the scheduled time of their event.

## **CONTACT INFO**

If you have questions, please contact Aimee Buchanan at [buckysk8s@gmail.com](mailto:buckysk8s@gmail.com) or Heather Plotkin at [events@colonialfsc.com](mailto:events@colonialfsc.com)

## **HOTEL ACCOMODATIONS**

Hotel accommodations provided by Avanti Travel (800) 560-9946, see our website ([www.colonialfsc.com](http://www.colonialfsc.com)) for details.

## **AIRPORT INFORMATION**

- Boston Logan International Airport – Airport Code: BOS
- Manchester Regional Airport (NH) – Airport Code: MHT
- Providence TF Green (RI) – Airport Code: PVD