



Effective August 2008

(This document contains 12 pages)

FIG ACADEMY PROGRAM

Policies and Information

This document is intended to provide a summary of the policies that have been established for the FIG Academy Program and to provide additional useful information for hosting federations and participants.

FIG Academy Mission Statement

It is the mission of the FIG Academy Program to provide a prioritized, customized and standardized coach education system for the development of competitive gymnastics worldwide, based upon principles of sport science, health, current training best practice and the nature of the developing child.

FIG Academy General Information:

- The FIG Academy Program is composed of curricula for three levels of coaches' education for each of the FIG Disciplines. The content of the Academy Program is designed to assist coaches with the skills and knowledge necessary to achieve high performance results.
- By the time the full FIG Academy Program is completed (expected by 2012), the following Academies will be available to be requested by Federations in English, French and Spanish:
 - ◆ Artistic Gymnastics Men and Women – Level 1, 2 and 3
 - ◆ Aerobic Gymnastics – Level 1, 2 and 3
 - ◆ Rhythmic Gymnastics – Level 1, 2 and 3
 - ◆ Trampoline Gymnastics – Level 1, 2 and 3
 - ◆ Acrobatic Gymnastics – Level 1, 2 and 3
 - ◆ Foundations of Gymnastics (Gymnastics for All) Courses
 - Special topic mini-courses to supplement the Foundations of Gymnastics curriculum
 - NOTE: Beginning in 2009, the Foundations of Gymnastics Courses will be conducted under the authority of the FIG Gymnastics for All Committee.
 - ◆ Management (GymSystem) courses for new federations
- FIG Academies are normally conducted as multi-country Academies for geographic, cultural and/or linguistic groupings of FIG member Federations. Occasionally, the FIG may have reason, or give permission, to offer a worldwide, or continent wide, or multi-continent Academy.
- Host Federations are normally invited to participate with 3 to 5 coaches per discipline and invited countries with 1 to 2 coaches per discipline. This may vary at the discretion of the FIG if the circumstances of the Academy warrant it.
- The normal sequence for the Academy Program provides coaches an opportunity and expectation to implement the new learning before attending the next level. The normal sequence is as follows:
 - ◆ Year 1: Level 1
 - ◆ Year 2: Level 2
 - ◆ Year 3 or 4: Level 3 (Brevet examination with special pre-requisites as outlined below)

FEDERATION INTERNATIONALE DE GYMNASTIQUE

- Academy educational material for each discipline and for each level includes:
 - ◆ Sport Science reference booklets – distributed to participants on a CD-ROM.
 - ◆ Technical Manuals – distributed to participants in booklet form
 - ◆ Resource CD-ROM or DVD for Level 1 coaches – these include additional information of use to coaches (not in all disciplines)
 - ◆ Theory Lectures – electronic versions for the FIG Experts only but lecture notes are distributed to participants as 6 or 8 PowerPoint slides per page (copied on site).
 - ◆ Video of skills and/or methodology of all skills presented – for the FIG Experts only.

Applying to Host an Academy:

- An application to host an FIG Academy must be submitted to the FIG General Secretary at least one year (12 months) in advance of the Academy.
- The APPLICATION FORM to host an Academy can be found on the FIG website and is also attached to this document.
- The initial application, as indicated on the application form, must include the following information:
 - ◆ Host federation and contact person (with contact phone numbers and e-mail addresses).
 - ◆ Location of the Academy (city, planned venue(s); hotel or other accommodation (with addresses and phone numbers and websites if available).
 - ◆ Academy Level and Gymnastics Discipline applied for (note MAG and WAG must normally be hosted together).
 - ◆ Language of the Academy.
 - ◆ Other countries to be invited (The FIG will make the final decision on which countries will be invited.)
 - ◆ The budget information as outlined below.
- The FIG will reply to the application to host an Academy within two months of receiving it.
- Once the Academy is approved, the FIG will send official invitations to all invited countries.
- The FIG will full fund and designate the FIG Course Leader and the FIG Expert Instructors and also assign their duties and tasks.
- In principle, the maximum number of participants for an Academy is:

◆ Artistic Gymnastics:	20 MAG plus 20 WAG
◆ Aerobic Gymnastics:	30
◆ Rhythmic Gymnastics	20
◆ Trampoline Gymnastics:	20
◆ Acrobatic Gymnastics:	20
◆ Foundations of Gymnastics	30
- The Academy should normally be scheduled over a seven day period and an opening session the evening before the beginning of the Academy. The schedule below will serve as a sample, but local conditions and needs might require some modifications – for example, it may be necessary to have the Practical Lectures in the morning and the Theory Lectures in the afternoon. Such modifications will be coordinated between the Director of FIG Education and Academy Programs, the designated Course Leader and the local organizers.

FEDERATION INTERNATIONALE DE GYMNASTIQUE

SAMPLE SCHEDULE FOR ALL ACADEMY LEVELS AND ALL DISCIPLINES

(The Foundation Course Schedule is similar in time, but almost all sessions are practical.)

		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9
09:00-10:30	Meeting of Experts Arrival of Participants		Theory	Theory	Theory	Free Day For study and preparation by Experts & Participants	Theory	Practical	Theory Examination Practical Examination	Departure of Participants Possible evaluation meeting for Experts
10:30-10:45		Break			Break					
10:45-12:15			Theory	Theory	Theory		Theory	Practical		
12:15-14:00		Lunch			Lunch					
14:00-15:30			Practical	Practical	Practical		Practical	Practical		
15:30-15:45		Break			Break					
15:45-17:15			Practical	Practical	Practical		Practical	Practical		
17:15-20:00		Dinner			Dinner					
20:00-21:30		Opening	Theory	Theory	Preparation			Theory		

- Once the Academy has been approved by the FIG, all further communication related to the Academy will be handled by the following:
 - ◆ For all technical and teaching aspects of the Academy:
Hardy Fink, Director of FIG Education & Academy Program
hfink@shaw.ca
 - ◆ For all administrative aspects of the Academy (travel, accommodation, finances, etc.):
Nicolas Buompane, FIG Deputy General Secretary
nbuompane@fig-gymnastics.org

Financial Information Related to Hosting an Academy

- For a normal FIG Academy, the FIG will assume the following costs:
 - ◆ The full costs for each designated FIG Expert including economy airfare, single room hotel accommodation with breakfast, transportation costs between the airport and hotel, the current FIG stipulated per-diem to pay for meals and incidentals, and the current FIG stipulated honorarium.
 - ◆ The preparation of course materials: Technical Manuals, participation certificates, sport science reference CD-ROMs, and technical/practical lecture notes.
 - ◆ The costs of any extraordinary or special requests made by the FIG.
- At the time of applying for an Academy, the host Federation must provide a budget (calculated either in US Dollars or Euros) which includes the following information:
 - ◆ Cost of accommodation per participant (double occupancy).
 - ◆ Cost of accommodation per expert (single occupancy). This could be at a different location.
 - ◆ Cost of meals per participant.
 - ◆ Cost of local transportation including to and from the airport and between the venue(s) and the accommodations.
 - ◆ Cost of closing banquet.
- Based on this budget, the FIG will determine a course fee per participant, payable to the FIG, to pay for the above listed costs.

FEDERATION INTERNATIONALE DE GYMNASTIQUE

- The budget should also include the following costs for which the host Federation is responsible:
 - ◆ Cost of fully equipped gymnasium rental (see attached specific lists for each discipline).
 - ◆ Cost of adequately sized classroom or lecture hall rental.
 - ◆ Cost of photo-coping the Theory lectures, examinations, etc. (usually about 4000-5000 pages for a fully attended Academy).
 - ◆ Cost of translators unless translation was specifically requested by the FIG.
 - ◆ Cost of small working office – equipped with internet access – for the experts throughout the Academy.
 - ◆ Cost of required audio-visual and office equipment (see attached specific list per discipline).
 - ◆ Cost of two coffee breaks with small snacks per day (morning and afternoon) except on the free day and the afternoon of the practical examination day.
 - ◆ Cost of demonstrator gymnasts in numbers as outlined in the requirements for each discipline at the end of this document.
 - ◆ Cost of any administration expenses related to hosting the Academy.
- In addition to the above, the host federation should provide a dedicated assistant to help with organizational and administrative tasks.
- At the conclusion of the Academy, the host Federation must provide the FIG with an Academy report and proof of the exact costs and then the FIG will forward the money for the legitimate “participant costs” as outlined above.

Requirements to Participate in an FIG Academy

- The coach must be a member of an FIG affiliated Federation that is in good standing with the FIG.
- The participation of the coach must be approved by the Federation of which he/she is a citizen.
- A candidate coach must have reached the age of 16-years at the time of the Academy.
- In principle, Federations and their coaches are eligible to attend the level of Academy that is appropriate for the existing level of coaches’ education in that Federation and in the discipline of interest. Exceptions may be made for individual coaches who have immigrated to that Federation from a Federation with higher gymnastics education conditions.
 - ◆ Federations with no, or almost no, coaching education programs in the discipline of interest must start at Level 1.
 - ◆ Federations with formal coaching education and certification programs in the discipline of interest may apply to begin with Level 2. They would not normally begin with Level 1.
 - ◆ Federations with professional and university based coaching degree programs in the discipline of interest may apply to begin with Level 3. They would not normally begin with Level 1 or Level 2.
 - ◆ *Direct entry into a Level 3 Academy is possible if the Federation and its coaches meet the following criteria:*
 - *Artistic Gymnastics: Federation has placed among the top 18 teams in the most recent world championships or the federation had an apparatus finalist or the federation has produced a gymnast on the World Class list during the previous 4 years.*
 - *Aerobic Gymnastics: Federation has a top 10 Team ranking at the most recent World Championships or had a finalist in any category.*
 - *Rhythmic-, Acrobatic-, Trampoline- gymnastics: Direct entry into Level 3 criteria are not yet established*
 - ◆ All decisions in this regard are made by the FIG. All special conditions or requests for exceptions must be sent in writing to the FIG Secretariat which will rule definitively on the request.

FEDERATION INTERNATIONALE DE GYMNASTIQUE

- Even if nominated by his/her Federation, the FIG reserves the right to approve or refuse a coach's participation in an Academy at any level.
 - ◆ Federations may nominate high level specialists who wish to gain technical knowledge of the level 3 Academy to be able to contribute in leadership positions in gymnastics worldwide.
- The coach must attend all parts of each lecture and the examinations in order to be acknowledged as having completed an Academy and to receive the Academy participation certificate.

Academy Examinations and Academy Brevet Process

- Every Academy at every level concludes with discipline specific theoretical and practical examinations and/or assignments.
- Detailed information and procedures regarding the Examinations and Assignments will be provided during the opening session of each Academy and the necessary documents will be distributed at that time so that the participants will have time to prepare adequately.
- The FIG cannot and does not certify or license coaches as this is the specific responsibility of the coach's Federation. For that reason, the FIG does not have a pass-fail status or criteria, but it does provide the full examination results to each coach's Federation for it to use as it deems appropriate. In rare cases, it is possible that the coach's results are so poor that they require that coach to redo a part or all of the examination or to deny that coach the Academy participation certificate, which essentially means that that Academy would have to be repeated. In any case, a coach may not progress to the next Level of the Academy Program unless a minimum score of 60% was achieved in the combined theory and practical examination.
- The FIG Coaching Brevet examination is available for eligible coaches at the conclusion of Level 3 Academies. The regulations regarding the FIG Coaching Brevet are:
 - ◆ *The candidate coach must be a currently active coach with gymnasts currently on the federation's Junior or Senior National Team.*
 - ◆ *The candidate coach must have coaching experience at the International level for at least the previous four years.*
 - ◆ *The candidate coaches' federation must, in the previous 5-years, have participated at a minimum of two (2) World Championships in the candidate's discipline.*
 - ◆ *The candidate coach must be specifically nominated by his federation a minimum of one-month in advance of the Level 3 Academy. The nomination must be accompanied by the candidate coach's CV. The FIG reserves the right to refuse nominations for coaches who have not achieved the necessary level or experience.*
 - ◆ *To qualify for the FIG Brevet, the candidate coach must:*
 - *Achieve a minimum of 85% on the combined theory and practical examinations held at the conclusion of the Academies.*
 - *Make a practical examination presentation that is more comprehensive and detailed than Level 3 candidates.*

FEDERATION INTERNATIONALE DE GYMNASTIQUE

Academy variations – Academy camps, Academy license

- With the approval of the FIG, it is possible to host regional or continental training camps for gymnasts and coaches in conjunction with an FIG Academy. The contents of the FIG Academy curriculum and examinations must be included as part of the camp under the direction of appointed FIG Experts. A camp is normally at least three to five days longer than a regular Academy so that the Academy content can be incorporated.
- It will never be possible for the FIG to provide sufficient courses for the overwhelming majority of the world's coaches. For Federations without a formal Coaching Education Program and with large coaching populations, an ideal option is to request the use of the FIG curriculum and materials under license to the National Federation. The FIG will train the Federation's experts in the teaching of the curriculum and these national experts can then teach an unlimited number of courses within their Federation. This option is available only for Levels 1 and 2. More information is available on request.

Information about FIG Experts

- On occasion, the FIG may approach member Federations to solicit the use of identified experts or request that known experts be trained as FIG Experts.
- Federations may request that certain of their expert sport scientists or gymnastics coaches be considered as FIG Experts for certain levels, subjects, or disciplines. Such requests must be sent to the FIG Office which will then provide an official application form for the candidate and make a decision following a review of the candidate's background.

Attachments

- Academy Application Form
- Requirements for FIG Academies in ARTISTIC Gymnastics.
- Requirements for FIG Academies in AEROBIC Gymnastics.
- Requirements for FIG Academies in RHYTHMIC Gymnastics.
- Requirements for FIG Academies in TRAMPOLINE Gymnastics.
- Requirements for FIG Academies in ACROBATIC Gymnastics.
- Requirements for FIG FOUNDATIONS OF GYMNASTICS courses.

ACADEMY APPLICATION FORM

For FIG member Federations that wish to host an FIG Academy

Please note that this application must be received by the FIG Office at least 12 months in advance of the Academy

Name of Federation	
E-mail	
Telephone (s)	
Fax	
Contact person for Academy	
E-mail (s)	
Telephone(s)	
Fax	
ACADEMY INFORMATION	
Discipline: ART (MAG/WAG), ACR, AER, TRA, RG, GforA)	
Level: L1, L2, L3, Foundations	
Language: English, French, Spanish	
Location: City and country	
Possible list of countries to be invited	
DETAIL OF ACADEMY	
Venue for technical and practical lectures Name: Address: Telephone: Website:	
Venue for technical and practical lectures Name: Address: Telephone: Website:	
Hotel or accommodation for participants Name: Address: Telephone: Website:	
Hotel or accommodation for FIG Experts Name: Address: Telephone: Website:	
BUDGET INFORMATION	
Please attach the budget information as outlined in the Academy Policy Document. Most important is:	
<ul style="list-style-type: none"> • The cost of accommodation and meals per participant with two per room occupancy. • The cost of accommodation for the FIG Experts – single occupancy • Other costs to be used to determine the participant fee: local transportation, closing dinner. 	
Signature and seal of Federation	Date of application

REQUIREMENTS FOR FIG ACADEMIES IN ARTISTIC GYMNASTICS

Facility needs

- A large contemporary and fully equipped training gymnasium for men and women. It is possible to have a separate gymnasium for men and women or a combined gymnasium.
- An adequately sized lecture hall with tables to accommodate up to 40 participants and up to eight (8) FIG Experts.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Artistic Gymnastics apparatus needs

- All competitive gymnastics apparatus for men and women in good condition.
- Trampoline and mini-trampoline
- Training aids such as adjustable horizontal bar (also with safety straps), mushrooms and floor level horses, floor level beams, single women's bar, adjustable rings, vault landing platform or stacking mats, foam pit(s), thick landing mats, several sets of parallel bars, etc.
- Miscellaneous hand apparatus – spotting belts, ropes, hoops, bungee cords, etc.
- Gymnastics conditioning and strength training equipment.

Artistic gymnast needs

- At least 4 male and 4 female high level artistic gymnasts who are capable of performing the pertinent gymnastics skills (depending on the Level of the Academy) with high quality.
- These male and female artistic gymnasts must be available at all times during the technical lectures and for the practical examinations.

Audio-visual needs (for all days including examination day)

Note: Men's and women's technical lectures will be held simultaneously in different training centres or some distance apart in the same training centre.

- 1 music sound system for WAG choreography and Artistic Preparation sessions.
- At least 2 small tables and chairs in the gymnasium for Experts' computers, projectors, papers, etc.
- 2 data projectors in the gymnasium—one for MAG and one for WAG. One of these projectors must also be available in the lecture hall.
- 2 large portable movie screens or a large white wall for MAG and WAG.
- 4 or 5 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 2 flip charts with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens. This can be shared between MAG and WAG and must also be available in the lecture hall.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor). This can be shared between MAG and WAG.
- An extra light bulb should be available for the overhead projector and for the data projectors

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.

REQUIREMENTS FOR FIG ACADEMIES IN AEROBIC GYMNASTICS

Facility needs

- Two gymnasia:
 - 1 empty gymnasium of size at least 15 meters x 25 meters
 - 1 gymnasium with a variety of gymnastics apparatus or an empty gymnasium with this apparatus brought in (see list below)
- An adequately sized lecture hall with tables to accommodate up to 30 participants and up to six FIG Experts.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Aerobic Gymnastics apparatus needs

- At least 4 springing apparatus – beat boards, mini-trampolines, etc.
- At least 4 vaulting apparatus – Swedish boxes, or buck horses, or old style vaulting horses.
- At least 6 large foam blocks or spotting blocks of various sizes.
- Gymnastics bars – 1 or more of uneven bars, parallel bars, and adjustable horizontal bar.
- Miscellaneous hand apparatus – ropes, hoops, bungee cords, etc.
- At least four sets of parallettes (small floor level parallel bars).
- At least 4 gymnastics or sports benches.
- Floor level mushroom for leg circle work.

Aerobic gymnast needs

- At least 10 high level aerobic gymnasts who are capable of performing the pertinent aerobic skills (depending on the Level of the Academy) with high quality.
- These aerobic gymnasts must be available at all times during the technical lectures and for the Practical examinations.

Audio-visual needs (for all days including examination day)

- 1 music sound system in each gymnasium (or 1 portable system)
- 2 small tables and chairs for Experts' computers, projectors, papers, etc.
- 2 data projectors – one for the gym, one for the lecture hall.
- 1 large portable movie screen or a large white wall in each venue.
- 2 or 3 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 2 flip charts with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor)
- An extra light bulb should be available for the overhead projector and for the data projectors

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better done off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.

REQUIREMENTS FOR FIG ACADEMIES IN TRAMPOLINE GYMNASTICS

Facility needs

- A large contemporary and fully equipped training gymnasium for the trampoline sports.
- An adequately sized lecture hall with tables to accommodate up to 20 participants and up to six FIG Experts.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Trampoline Gymnastics apparatus needs

- Two complete competition quality trampolines with all spotting decks and mats. Included should be spotter mats for each trampoline and mats on the floor around the trampolines.
- At least one additional trampoline, preferably at floor level with a foam landing pit.
- One competition quality Double Mini-Tramp with FIG competition landing area.
- One competition quality tumbling mat with FIG competition landing area.
- One overhead spotting belt system with twisting belt and several hand held spotting belts
- Training aids such as single mini-tramps, tumble-tracks, gymnastics mats and soft landing mats. An artistic gymnastics floor area would be advantageous.
- A variety of gymnastics equipment for handstands (parallettes, etc.).
- Gymnastics conditioning and strength training equipment; preferably also a single bar, a parallel bar and wall bars.

Trampoline gymnast needs

- At least 6 high level trampoline and tumbling gymnasts who are capable of performing the pertinent trampoline and/or tumbling skills (depending on the Level of the Academy) with high quality.
- These trampoline gymnasts must be available at all times during the technical lectures and for the practical examinations.

Audio-visual needs (for all days including examination day)

- At least 2 small tables and chairs in the gymnasium for Experts' computers, projectors, papers, etc.
- 1 data projectors in the gymnasium (this data projector should also be available in the theory lecture room or a second one be available there).
- 1 large portable movie screen or a large white wall.
- 4 or 5 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 1 flip chart with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens. This must also be available in the lecture hall.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor).
- An extra light bulb should be available for the overhead projector and for the data projectors.

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.

REQUIREMENTS FOR FIG ACADEMIES IN ACROBATIC GYMNASTICS

Facility needs

- A large contemporary and fully equipped training gymnasium for acrobatic gymnastics; a fully equipped artistic gymnastics training facility would be appropriate.
- An adequately sized lecture hall with tables to accommodate up to 20 participants and up to six FIG Experts.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Acrobatic Gymnastics apparatus needs

- A tumbling floor and/or floor exercise area, 2 horizontal bars (one should be adjustable in height); parallel bars, multiple safety and landing mats of all sizes.
- Trampoline and mini-trampoline
- Training aids such as adjustable rings, climbing ropes, stacking mats, foam pit(s), thick landing mats, several sets of parallettes, hand balancing apparatus and devices, etc.
- Miscellaneous hand apparatus – overhead spotting belt, hand-held spotting belts, ropes, hoops, bungee cords, etc.
- Gymnastics conditioning and strength training equipment.

Acrobatic gymnast needs

- For Level 1: At least 4 pairs (ideally 4 male + 4 female = 8 gymnasts) high level acrobatic gymnasts who are capable of performing the pertinent skills (depending on the Level of the Academy) with high quality. For Levels 2 & 3: At least 5 pairs (ideally 5 male + 5 female = 10 gymnasts) of acrobatic gymnasts.
- These acrobatic gymnasts must be available at all times during the technical lectures and for the practical examinations.

Audio-visual needs (for all days including examination day)

- 1 music sound system in each gymnasium (or 1 portable system)
- 1 data projectors in the gymnasium (this data projector should also be available in the theory lecture room or a second one be available there).
- 1 large portable movie screen or a large white wall (in each hall).
- 4 or 5 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 1 flip chart with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens. This must also be available in the lecture hall.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor).
- An extra light bulb should be available for the overhead projector and for the data projectors.

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.

REQUIREMENTS FOR FIG ACADEMIES IN RHYTHMIC GYMNASTICS

Facility needs

- Two gymnasia:
 - 1 empty gymnasium or dance/ballet room with mirrors and ballet barre
 - 1 large contemporary rhythmic gymnastics training gymnasium or a sufficiently large hall with the required equipment brought in (minimum height = 8 meters)
- An adequately sized lecture hall with tables to accommodate up to 20 participants and up to six FIG Experts.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Rhythmic Gymnastics apparatus needs

- An RG competition floor and or a carpet of 13mx13m
- Wall bars and ballet barre in same room with carpet
- At least 6 large foam blocks or spotting blocks of various sizes
- A variety of gymnastics mats for acrobatic elements
- Minimum 25 sets of each of the Rhythmic Gymnastics hand apparatus
- At least four sets of parallettes (small floor level parallel bars).
- At least 4 gymnastics or sports benches.

Rhythmic gymnast needs

- At least 10 high level rhythmic gymnasts who are capable of performing the pertinent rhythmic body and apparatus skills (depending on the Level of the Academy) with high quality.
- These rhythmic gymnasts must be available at all times during the technical lectures and for the Practical examinations.

Audio-visual needs (for all days including examination day)

- 1 music sound system in each gymnasium (or 1 portable system)
- 1 data projectors in the gymnasium (this data projector should also be available in the theory lecture room or a second one be available there).
- 1 large portable movie screen or a large white wall.
- 4 or 5 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 1 flip chart with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens. This must also be available in the lecture hall.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor).
- An extra light bulb should be available for the overhead projector and for the data projectors.

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better done off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.

REQUIREMENTS FOR FOUNDATIONS OF GYMNASTICS COURSES – GYMNASTICS for ALL

Facility needs

- A large gymnasium with the following characteristics:
 - Space for setting up of multiple pieces of apparatus for jumping, climbing, swinging, etc. and empty space for dance style and games activities. Two adjacent gymnasiums would be adequate.
 - A fully set up gymnastics gymnasium could be used but there should be a large empty space area as well.
 - The gymnasium should be well equipped with wall bars.
- An adequately sized lecture hall with tables to accommodate up to 30 participants and up to six FIG Experts. Ideally this lecture hall would be immediately adjacent to the gymnasium or, in a sufficiently large gymnasium, could be set up as a lecture area in one corner.
- A small meeting room for the Experts (equipped with office equipment as listed below)

Foundations of Gymnastics apparatus needs

- A variety of boxes, blocks, benches, beams, etc. for jumping and landing and balancing activities.
- Spring boards, beat boards, mini-trampolines (or trampoline) for springing activities.
- A variety of tumbling and landing mats sufficient for thirty persons. Ideally a matted area the size of a gymnastics floor (12mx12m) would be available as well.
- Apparatus such as adjustable horizontal bar, rings, parallel bars, ropes, etc. as well as wall bars for swinging and rotating activities.
- Miscellaneous hand apparatus –ropes, hoops, bungee cords, balls, ribbons, bean bags, etc. for dance, rhythmic and coordination activities.etc.

Foundations of Gymnastics gymnast needs

- Demonstrator gymnasts are not required. This is an activity course and the participating coaches will attempt the many activities that are presented.

Audio-visual needs (for all days including examination day)

- 1 music sound system in each gymnasium (or 1 portable system)
- 1 data projectors in the gymnasium (this data projector should also be available in the theory lecture room or a second one be available there).
- 1 large portable movie screen or a large white wall (in each hall).
- 4 or 5 sets of extension cords with multi-plugs (and several of the Europe-America plug adaptors).
- At least 1 flip chart with several pens (if there is a white- or black-board, then appropriate pens for that).
- 1 overhead projector with transparencies and pens. This must also be available in the lecture hall.
- 1 multi-system VCR and cables for projecting via the data projector (or through a TV monitor).
- An extra light bulb should be available for the overhead projector and for the data projectors.

Administrative needs

- Continuous access to a high speed internet connection in the meeting room. The hotel room for the experts must include a high speed internet connection.
- A photo copy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper and/or overhead transparencies (perhaps 2 -3 for each participant) as well as appropriate pens for their examination presentations.