

Revised: 9/1/09



2009 – 2010

North Carolina AAU

**Women's Gymnastics
Rules & Policies**

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***Please Note:**

The NCAAU District Gymnastics Director reserves the right to make changes to this handbook as seen fit with or without notice.

All updates made within this current year will be **highlighted** with the revised date noted by each change.



DISTRICT DIRECTORY

NCAAU District Gymnastics Director

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808) 351-8358

North Carolina AAU Gymnastics:

www.ncaaugymnastics.org

NCAAU District Governor

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Harrisburg, NC 28075

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704) 786-6264

North Carolina AAU Sports:

www.ncaau.org

AAU Gymnastics National Office:

407-934-7200

407-934-7242 (fax)

membership@aausports.org

To purchase compulsory routine materials:

www.usa-gymnastics.org

Mission Statement

To offer amateur sports programs through a volunteer base for all people to have the physical, mental, and moral development of amateur athletes and to promote good sportsmanship and good citizenship.

Vision Statement

To offer amateur athletes and volunteers opportunities to develop to their highest level through a national and local network of sporting events. Through participation in AAU, we achieve our dreams as athletes and as valued citizens of our communities.

Sports for All, Forever



REGISTRATION INFORMATION

- 1.) **Visit www.aausports.org and select “JOIN”** to register and to find out more information regarding club levels, non-athlete memberships, athlete memberships, and insurance coverage.
- 2.) **Obtain a Club Membership FIRST** before completing the steps below. You must enter your club number (obtained when you register your club) in order to register your club, coaches, and athletes. There are three levels of Club Memberships available and the fees vary according to which level best fits your club needs. (If you plan to host a meet you will need a level 2 membership.) A Club membership is mandatory to receive AAU insurance, to host or compete in AAU sanctioned events, to have voting rights and to receive AAU mailings or publications. All memberships run from September 1st through August 31st of each year. It is recommended that you register in early September to take full advantage of having the insurance coverage your club, coaches, and athletes will receive for the full year.
- 3.) **Register the club contact person.** (Non-athlete membership- i.e. gym owner, program director, or head coach)
- 4.) **Register your coaches.** (Non-athlete membership) Coaches who will be on the competitive floor during a meet must be registered AAU members or it will violate the sanction.
- 5.) **Register your athletes.** Be sure to identify if you would like A or AB coverage. For more info on insurance coverage, see “AAU Fees & Dues”.
- 6.) **Print membership verifications and keep in your records.** You will need your athletes and coaches AAU numbers to register for AAU gymnastics competitions.
- 7.) **Email the District Gymnastics Director** to add your club to the NCAAU Gymnastics website and to the distribution email list to receive NCAAU Gymnastics updates, revisions, newsletters, etc.
- 8.) It is not mandatory, but is highly recommended that coaches become safety certified and meet directors obtain a meet director certification. You can find more information by visiting the USAG website www.usa-gymnastics.org or calling USAG Member Services at 1-800-345-4719.
- 9.) **If you have questions or need assistance**, call the AAU National Office’s website department or your district gymnastics director.



FEES & DUES

1.) Club Memberships

a. Level 1

Eligible to participate in events
Eligible to vote at appropriate district annual meetings
Eligible to receive sanction for practice insurance
Eligible to use 'Find Athletes in Your Area' program
\$30.00 - Youth Club Per Membership Year
\$50.00 - Adult Club or Both Youth and Adult Club Per Membership Year

b. Level 2

***Required to host an AAU sanctioned event**
Eligible to participate in events
Eligible to vote at appropriate district annual meetings
Eligible to receive sanction for practice insurance
Eligible to receive sanction to host an event
Eligible to use the AAU logo & Name in AAU sanctioned events
Eligible to use 'Find Athletes in Your Area' program
\$60.00 - Youth Club Per Membership Year
\$80.00 - Adult Club or Both Youth and Adult Club Per Membership Year

c. Level 3

Eligible to participate in events
Eligible to vote at appropriate district annual meetings
Eligible to receive sanction for practice insurance
Eligible to receive sanction to host an event
Eligible to use the AAU logo & Name in AAU sanctioned events
Eligible for tax - exempt status
Eligible to receive tax-exempt donations
Eligible to become sales tax exempt in your state
Eligible to use 'Find Athletes in Your Area' program
\$300.00 - Youth Club Per Membership Year
\$320.00 - Adult Club or Both Youth and Adult Club / Per Membership Year

***All Club Membership Information is found at www.aausports.org and prices are subject to change without notice. Always refer to the website for the most current and accurate prices.*

2.) Non-Athlete Memberships

- a. Administrator, Bench Personnel, Coach, Instructor, Manager, Official, Team Leader, Director, Volunteer, Other = \$14 or \$16

3.) Athlete Memberships

- a. Youth Athletes = \$12 or \$14 *(depending upon insurance coverage)*
- b. Adult Athletes = \$12 or \$37 *(depending upon insurance coverage)*

4.) AAU Insurance

- a. **Type A Coverage-** This is an insurance that is issued for every club and is your proof of insurance. A Generic Insurance Certificate does not list facilities or venues but states that as an AAU Member Club you are covered by insurance for any AAU Sanctioned Event or practices. This insurance certificate lists the coverage and limits of the policy. This coverage is included in the membership fee and there is no additional charge for this coverage. This coverage is typically sufficient for gymnastics clubs, coaches, and athletes.
- b. **Type AB Coverage-** This is an insurance certificate that states an AAU Member Club has chosen the "AB" Membership Fee to register all of its members and has AAU insurance coverage at Non-AAU Events, under certain circumstances. There is an additional cost for this coverage.

***To learn more about the insurance coverage AAU offers or for a copy of the insurance brochure, go to www.aausports.org.*



5.) North Carolina AAU Dues

There are no mandatory club/gymnast dues at this time.

6.) Surcharges

- a. There is a surcharge of \$1.00 per athlete for all sanctioned AAU Gymnastics events that must be paid from the Meet Director within 48 hours after hosting a competition. There is a \$2.00 per athlete charge for the NCAAU State Meet that must also be paid from the Meet Director within 48 hours after competition.
- b. These surcharges should be made payable to "Team North Carolina" and mailed to the District Gymnastics Director (*see "District Directory" in this Rules & Policies for addresses and contact info*).
- c. *This surcharge helps defray costs of the NCAAU website, mailings, and special awards for the athletes at State Meet. Please read under Meet Director's duties for details.*

7.) Door Fees

- a. *Door fees are not recommended for AAU events. Door fees should only be charged when hosting an event outside your facility at a third party vendor.*
- b. *The fees below are recommendations and are not to be exceeded without approval from the District Gymnastics Director. Door fees are optional and the choice to charge them is at the discretion of the meet director.*
- c. Adults = \$5 Max door fee
- d. Children = \$5 Max door fee

8.) AAU Meet Entry Fees

- a. *In the effort of keeping costs to a minimum for our athletes and clubs, NCAAU Gymnastics has set maximum entry fee restrictions. The fees below are not to be exceeded without approval from the District Gymnastics Director.*
- b. Invitational/Qualifier= \$45 Max per athlete / \$30 Max per team
- c. State Meet= \$55 Max per athlete / \$35 Max per team
- d. *Team fees should only be charged if 100% of the teams receive a team award.*



RULES FOR COMPETITION

- 1.) **Eligibility-** No prior competitive gymnastics is necessary to compete at any particular level of AAU Gymnastics. All gymnasts are welcome.
- 2.) **Equipment-** Must follow USAG apparatus specifications unless otherwise specified. NCAAU allows the following exceptions:
 - a. Equipment & matting may be adjusted to facilitate the safety of the gymnast.
 - b. Beam & Vault may be lowered as low as possible as long as the equipment is safely locked into place at that height.
 - c. The gymnast must be able to lower or raise the beam as necessary or two beams at different heights must be provided.
 - d. Any size professionally manufactured springboards may be used for Vault as long as the same boards are offered for all sessions of that particular level at a single meet.
 - e. The allowance of chalk markings on the runway at competitions will be at the discretion of the meet director.
- 3.) **Judging Panel-** AAU must sanction all competitions. There must be a minimum of a one judge panel for each event (4 judges per meet). However, it is always highly recommended to have a two judge panel for each event for Qualifiers and State Championships.
- 4.) **Competition Times-** All competitions must be over by 9:00pm and must not begin before 8:00am unless approved by the District Gymnastics Director. Meet directors have the option of offering a 20-30 minute open stretch time. Follow USAG guidelines for meet format and scheduling guidelines.
- 5.) **Friday Sessions-** If any gym plans to host a meet that will include a Friday session, they must state this on the invitation with a spot for entering gyms to indicate they cannot attend Friday sessions. Any gym that is scheduled for a Friday session, that indicated previously they are unable to, will receive a full refund by the host gym. The only exception to this rule is State Championships, as Friday sessions may be necessary to accommodate all qualifying gymnasts as there will be no maximum entry ceiling.
- 6.) The NCAAU Gymnastics District Director reserves the right to make decisions regarding rules & policies as seen fit at any given time.



CODE OF ETHICS & PROFESSIONALISM

All professional AAU members must hold themselves to the highest standards. Only professional attire should be worn on the floor in any competition. Any misconduct, questionable ethics, inappropriate behavior, bad debt with other clubs, negative coaching techniques, etc. may be cause to terminate membership through the AAU program.

Only registered AAU athletes and coaches are permitted on the competitive floor during sanctioned meets. Only athletes participating in the current session are allowed on the floor during that session (no teammates, friends, parents, coaches' children, etc.) Cell phones are prohibited from use on the competitive floor.

The following is considered inappropriate professional attire:

- Blue jeans
- Worn/Dirty clothing
- Clothing with inappropriate slogans/comments
- Transparent clothing
- Undergarments showing

Judges attire for all AAU meets is dark (black/navy) bottoms (skirt/slacks) with a white top (blouse/dress shirt). Dress is business casual. Tennis shoes, jeans, halter tops, etc. are not acceptable. The official NAWGJ uniform is always acceptable and is the encouraged attire for the state meet.

Any conduct falling below the above standards should be reported immediately in writing to the District Gymnastics Director and District Governor.



MEET DIRECTORS DUTIES

- 1.) **Select a date** for your event and insure it is given to the North Carolina State Judging Director (marygymjud@aol.com) to be placed on the North Carolina NAWGJ calendar and to the District Gymnastics Director (ncaaugymnastics@aol.com) to be placed on the NCAAU Gymnastics calendar and website.
- 2.) **Complete the NAWGJ Judges Request Form** (found on the 'FORMS' link on www.ncaaugymnastics.org) and send it to the NC SJD. This form serves as your contract and you will receive a list of your contracted judges no later than 3 weeks prior to your meet. There is a \$3/per requested judge fee that should be made payable to 'NC NAWGJ' and mailed to the SJD:

Mary Hoagland
6614 Creekridge Rd.
Wilmington NC 28411
910-392-0885 (home)
910-790-3378 (fax)
marygymjud@aol.com
- 3.) **Request a sanction** for your event by visiting www.aausports.org. Sanction every day of your meet that you anticipate, but it is always best to under sanction. You can always add a day to be sanctioned, but money cannot be refunded for sanctioned days that are cancelled. If in the event the days change (days added or changed, etc.) it is extremely important that you contact the AAU National Office so the necessary changes can be reported and covered by insurance. If you don't sanction a day of your meet, it will not be covered by insurance. If any athlete, coach, or club that attends your meet is not properly registered with AAU, the sanction and insurance coverage will be void.
- 4.) **Request a Third Party Certificate of Liability** if you are hosting your event outside your facility. They require an actual insurance policy with their name on it. AAU can provide this with the proper request. Each request is \$25 and Third Party Requests require a 30 day notice. See www.aausports.org and click on "access log-in". You will need your club number and current AAU member number to log on and you will be able to print a specimen of insurance certificates with your club name and information on it to give to your outside facility.
- 5.) **Prepare and distribute your invitations to your meet**. See items to be included on your invitation in this Rules & Policies. All invitations are due to the District Gymnastics Director to be placed on the NCAAU Gymnastics website.



- 6.) **Create the competition schedule and rotation schedules** after the meet entry deadline or once you've received your maximum amount of entries. Email final schedule to all judges. All State Meet schedules **MUST** be approved by the District Gymnastics Director prior to distribution.
- 7.) **Assure your club, athletes, and coaches are all properly registered with AAU.** Make sure all other competing clubs, athletes, and coaches are also properly registered with AAU or your sanction will be void and your event will not be covered by insurance. It is the meet director's responsibility to verify everyone is properly registered. A list of clubs and athletes properly registered may be requested and provided to you by the District Gymnastics Director.
- 8.) **Order your awards** according to AAU guidelines listed in this Rules & Policies. Host gym is responsible for ordering all awards for their own meets. The State Meet host should contact the District Gymnastics Director prior to purchasing/ordering awards. See the Awards section of this Rules & Policies for more details.
- 9.) **Make sure that proper equipment is provided** to accommodate all levels of competition. Equipment and apparatus specifications are outlined in this Rules & Policies. In the event that AAU does not specify equipment/apparatus specs, USAG guidelines are to be followed or the District Gymnastics Director reserves the right to make the final ruling.
- 10.) **Judges**
 - a. **Meals** should be nutritious and at least one meal should be served hot.
 - b. **Standard AAU Attire** for all AAU meets is dark (black/navy) bottoms (skirt/slacks) and a white top (blouse/dress shirt). Dress is business casual. Tennis shoes, jeans, halter tops, etc. are not acceptable and all improper attire should be reported to the District Gymnastics Director. The official NAWGJ uniform is always acceptable and is the encouraged attire for the state meet. Attire should be noted on the judges request form as well as the email that must be sent out at least one week prior to the meet (also including meals, final schedule, directions, hotel info, etc.)
 - c. **Tables** should include writing pads, pens/pencils, flag, score slips (color coordinated per event), score flashers, start value flashers (only for Level 7-8 and Modified Optional), and stopwatches (for warm-ups only).
- 11.) **Surcharges and Score Sheets** must be mailed from the Meet Director to the District Gymnastics Director within 48 hours of the meet. Score sheets may be emailed to ncaaugymnastics@aol.com or mailed. Send \$1.00 per athlete for Invitational/Qualifiers and \$2.00 per athlete for State Meet payable to "Team North Carolina"
(See "District Directory" for address and contact info)

MEET INVITATION INFORMATION

1.) Date(s) of the meet

- *Specify if there is a possibility of Friday sessions*

2.) Meet Site

- *Include meet site address and host club mailing address*

3.) Meet Director's Contact Info

- *Name, telephone number, gym phone, email address, mailing address, etc.*

4.) Gym website with meet info (if applicable)

5.) Award Information

- *Type of awards: ribbons, rosettes, medals, trophies, etc.*
- ***Indicate if awards are given by age groups or ability divisions***

6.) Entry Fees

- *Specify if fees vary between levels (compulsory, optional, etc.)*
- *Refund Policy*

7.) Entry Deadline

- *Indicate if there is a limited number of entries accepted/first come, first serve*

8.) Team Fees (if applicable)

- *Team fees may only be collected when team awards are distributed*

9.) Miscellaneous Fees

- *Door Fees (adult & child), parking fees, etc.*

10.) Payment Information

- *Whom check should be made out to and address it should be sent*

11.) Lodging Information and host hotel (if applicable)

12.) Map/Directions to the meet site

13.) AAU Logo & Sanction Verification

- ***The following text must be noted somewhere on the Meet Flyer:***
"This event is sanctioned by the Amateur Athletic Union of the U.S. Inc. All participants must have current AAU memberships before the competition begins"

14.) Meet Registration Form (separate)

- *Print NC AAU Meet Registration Form found on www.ncaaugymnastics.org under "Forms".*



AWARD GUIDELINES

- Meet directors select, purchase, and provide their own awards (except for State Meet)
- **It is mandatory to present each athlete with an award for each event they participated in** (athletes who scratch or void a routine, therefore receiving a 0.00, should not receive a reward for that event)
- **Every athlete must receive an all-around medal or special award**
- **There is a maximum of 12 gymnasts per Division/Age Group**
- Placement awards (medals/ribbons with a 1st place, 2nd place, etc. printed on them) should be distinguished for places AT LEAST from 1st-6th.
- Placements 7th-12th may receive achievement awards instead of placement awards (up to the meet director's discretion).
- Gymnast name, club, event, score and placement should be announced for each athlete. (However, it is not mandatory to announce the scores of the athletes who place 7th – 12th)
- **Divisions** (see “AAU State Meet” section of this Rules & Policies)
 - **Ability Divisions MUST be used for all Spring Qualifying meets (Jan-May)**
 - Ability Divisions OR Age Group divisions may be used for Fall meets (Sept-Dec) since they are not considered “State Meet Qualifiers”.
- **Age Groups** (these are the recommended age groups and are subject to change by the meet director based on numbers)
 - Level 3: 6 and under, 7,8,9,10,11,12-15,16-18
 - Level 4: 6 and under, 7,8,9,10,11,12-15,16-18
 - Level 5: 7 and under, 8,9,10,11,12-15,16-18
 - Level 6: 7 and under, 8,9,10,11,12-15,16-18
 - Mod. Opts & Optional: 7 and under, 8-10,11-12,13-14,15-18
- **Level 2**
 - Athletes should receive **ACHIEVEMENT AWARDS** for each event they participate in and for the all-around.
 - **NO PLACEMENT AWARDS ARE GIVEN AT THIS LEVEL**
 - Athletes should be recognized individually to stand on the first place podium/marker to have all her scores (NOT placements) announced and to receive her awards.
 - You have the choice of offering several types/colors of achievement awards. If you choose to distinguish your achievement awards they should be separated by the following scores:
 - 10.00 – 9.00 (i.e. Blue Ribbon)
 - 8.95 – 8.0 (i.e. Red Ribbon)
 - 7.95 – 7.0 (i.e. White Ribbon)
 - 6.95 and below (i.e. Yellow Ribbon)



- **Tie Breaking-** It is recommended (and mandatory for State Meet) that tied scores should be broken and that the gymnasts do not receive identical placement awards (i.e. tie for 1st place ranking, lower all-around receives 2nd place award)

- **Team Awards**
 - Should be given at the completion of a particular level.
 - Meet Invitations should specify whether the top 3 or 5 scores will be used to determine team score.
 - Team Awards should be given to 100% of the teams entered if a team fee is collected.

- NC AAU Gymnastics preferred Awards Company is **Hasty Awards**. You can view their online catalog at www.hastyawards.com. For discounts and other special offers NC AAU Gymnastics can receive contact your District Gymnastics Director.

STATE MEET

- 1.) **Minimum Qualifying Score** for State Meet is a 29.00 All-Around for all levels. The qualifying All-Around score must have been achieved at a sanctioned qualifier in that current season (Jan-May).

- 2.) **Divisions** for State Meet are based upon the gymnast's highest all-around score at a sanctioned AAU Meet THAT competitive season. Based upon the number of entries for each level, each level is then divided (as equally as possible) into 2-3 divisions:
 - a. **Division 1**= Elite Division (i.e. 35.00 +)
 - b. **Division 2**= Advanced Division (i.e. 31.50-34.95)
 - c. **Division 3**= Novice Division (i.e. 31.45 and below)
 - d. If there is a division that has more than 12 gymnasts, then that division must then be split by age groups (i.e. Division 2: Age 8-9, Division 2: Ages 9-10, etc.). This is very typical for levels 3 & 4.
 - e. Levels with less than 12 gymnasts may split into 2 divisions.
 - f. There are **NO** divisions for Level 2.

- 3.) **Elite Division/Division 1** must include all athletes who score a 35.00 all-around or above. All athletes who have received a 35.00 or above at any AAU Sanctioned meet that season OR at the State Meet will be individually recognized to receive their AAU Elite Division pin (courtesy of NCAAU Gymnastics) during the awards ceremony.

- 4.) **Awards:** Every gymnast should receive an award for each event they participate in and a medal or other special award for the all-around. The host club should contact the District Gymnastics Director to order awards. For more information on award guidelines, see "Award Guidelines" in this Rules & Policies.

- 5.) **Entry Deadline** for State Meet should be at least three weeks prior to the competition.

- 6.) **Qualifying Deadline** for State Meet should be three weeks prior to the competition. Clubs have the option to host AAU sanctioned meets within the three weeks prior to State Meet, however the scores achieved at those meets will not be considered to qualify the athletes to State Meet.

- 7.) **Judges:** It is preferred to have judges who sustained previous judging experience at an AAU Invitational/Qualifier that season to judge the North Carolina AAU State Meet. It is strongly encouraged to have a minimum of a 2 judge panel for each event for State Meet. The standard AAU Judges attire is acceptable, but is also recommended to request judges to wear their official NAWGJ uniform.



- 8.) **Surcharge** of \$2.00/per competitor should be mailed from the Meet Director to the District Gymnastics Director within 48 hours of competition. (See "District Directory" for address and contact info) Scores should also be emailed or mailed.

