



**In effect from 1 January, 2022**

*Updated December 2021*

## **FIG ACADEMY PROGRAMME Policies and Information**

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

### **FIG Academy Mission Statement**

It is the mission of the FIG Academy Programme to provide a prioritised, customised and standardised coaching education system for the development of gymnastics worldwide, based upon principles of sport science, health, current training best practice, and current ethical and safeguarding standards.

### **FIG Academy General Information**

The FIG Academy Programme is composed of curricula for a basic coaching education course – Foundations of Gymnastics – and three levels of coach education for each FIG discipline. The content of the Academy Programme is designed to provide coaches with the skills and knowledge necessary to achieve high-performance results.

The following Academies can be requested by federations in English, French and Spanish:

- ◆ Foundations of Gymnastics (Gymnastics for All) courses (GFA)
- ◆ Men's Artistic Gymnastics (MAG)
- ◆ Women's Artistic Gymnastics (WAG)
- ◆ Rhythmic Gymnastics (RG)
- ◆ Trampoline Gymnastics (TRA)
- ◆ Acrobatic Gymnastics (ACRO)
- ◆ Aerobic Gymnastics (AER)
- ◆ Parkour (PK)

FIG Academies are normally conducted as multi-country Academies for geographical, cultural and/or linguistic groupings of FIG member federations. Occasionally, the FIG may have reason, or give permission, to offer a worldwide, continent-wide, or multi-continent Academy.

Host federations are normally invited to send three to five coaches per course, and invited countries are normally allowed one to two coaches per course. This may vary at the discretion of the FIG if the circumstances of the Academy warrant it. After the registration deadline, the host federation will be invited to fill remaining spaces (if any) in the Academy with its coaches.

The sequence of the Academy Programme provides coaches an opportunity and expectation to implement their new learnings before attending the next level. The expected sequence is as follows:

- ◆ Year 1: Level 1
- ◆ Year 2: Level 2
- ◆ Year 3 or 4: Level 3 (Brevet examination with special prerequisites as outlined below)

### ❖ Academy Level 1

Academy educational material for each discipline and for each level includes:

- ◆ Technical manuals – available on intranet for the federations.
- ◆ Theory lectures – available on the FIG eLearning platform.
- The coach can be registered for the Academy through their federation. They must follow the theory lectures on the FIG eLearning platform and pass the online theory examination, for which they will obtain a certificate. They must then attend all the practical sessions and the examination to be recognised as having completed an Academy.
- Later, the FIG Education Department will issue an **electronic diploma** for those who pass the practical examination.
- The FIG provides full examination results to each coach's federation for use as the federation deems appropriate. A coach cannot attend the next level of the Academy Programme unless a minimum score of 60% has been achieved in practical examination.

### ❖ Academy Levels 2 & 3

Academy educational material for each discipline and for each level includes:

- ◆ Technical manuals – available on intranet for the federations.
- ◆ Theory lectures – electronic versions for FIG Experts only, but lecture notes are distributed to participants as six or eight PowerPoint slides on a printed page (copied on site).
- ◆ Video of skills and/or methodology of all skills presented – for FIG Experts only.
- The coach must attend all sessions and the examination during the Academy in order to be acknowledged as having completed an Academy. Later, the FIG Education Department will issue an **electronic diploma** for those who have passed the examination.
- The FIG provides full examination results to each coach's federation for use as the federation deems appropriate. A coach cannot attend the next level of the Academy Programme unless a minimum score of 60% has been achieved in the combined theory and practical examination.

### Applying to host an Academy

An application to host an FIG Academy must be submitted to the FIG Education Department at least six (6) months in advance of the Academy.

The **APPLICATION FORM** is 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 email addresses).
- ◆ Location of the Academy (city, planned venue(s)); hotel or other accommodation (with addresses, phone numbers and websites if available).
- ◆ Academy Level and gymnastics discipline applied for (note: preferably, MAG and WAG should be hosted together).
- ◆ Language of the Academy.
- ◆ Budget information as outlined below.

The FIG will respond to the application to host an Academy within one month of receipt. Once the Academy is approved, the FIG will send official invitations to all invited federations. The FIG will fully fund and designate the FIG Course Leader and FIG Experts, and will also assign their duties and tasks.

In principle, the minimum and maximum number of participants in an Academy is:

Discipline	Minimum	Maximum
Foundation of Gymnastics	15	30
Men's Artistic Gymnastics	10	20
Women's Artistic Gymnastics	10	20
Aerobic Gymnastics	15	30
Rhythmic Gymnastics	15	20
Trampoline Gymnastics	15	20
Acrobatic Gymnastics	15	20
Parkour	15	30

#### ❖ Programme of the Level 1 Academy

The Academy should normally be scheduled over a **four-day** period with an opening session on the day before the day 1. The schedule below serves as an example, but local conditions and needs might require some modifications. Such modifications will be coordinated between the FIG Education Department, the designated Course Leader and the local organisers.

	Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
Day -1 – arrival of FIG Experts Day 0 – arrival of all candidates	09:00–10:30		Practical 1	Practical 5	Practical 9	Practical examination 08:30–13:00	Departure
	10:30–10:45	Coffee break					
	10:45–12:15	Meeting of FIG Experts	Practical 2	Practical 6	Practical 10		
	12:15–14:00	Lunch					
	14:00 - 15:30	Meeting of FIG Experts	Practical 3	Practical 7	Practical 11		
	15:30–15:45	Coffee break					
	15:45–17:15		Practical 4	Practical 8	Practical 12		
	18:00–20:00	Opening	Individual preparation for examination 18:00–19:00			Closing dinner	

#### ❖ Programme of the Level 2 & 3 Academies

These Academies should normally be scheduled over a **six-day** period with an opening session on the day before the day 1. The schedule below serves as an example, 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 FIG Education Department, the designated Course Leader and the local organisers.

	Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Day -1 – arrival of FIG Experts Day 0 – arrival of all candidates	09:00–10:30		Theory 1	Theory 3	Theory 6	Theory 8	Practical 10	Practical examination	Departure
	10:30–10:45	Coffee break							
	10:45–12:15	Meeting of FIG Experts	Theory 2	Theory 4	Theory 7	Practical 7	Practical 11	08:30–12:30	
	12:15–14:00	Lunch							
	14:00–15:30	Meeting of FIG Experts	Practical 1	Practical 3	Practical 5	Practical 8	Practical 12		
	15:30–15:45	Coffee break							
	15:45–17:15		Practical 2	Practical 4	Practical 6	Practical 9	Individual preparation for examination		
	18:00–20:30	Opening		Theory 5	Individual preparation for examination 17:30–18:30	Theory examination 19:30–20:30	Closing dinner		

Once the Academy has been approved by the FIG, all further communication related to the Academy will be handled by the FIG Coach & Education Programme managers:

**Olivia Bille Peña:** [obille@fig-gymnastics.org](mailto:obille@fig-gymnastics.org)

**Anis Saoud:** [asaoud@fig-gymnastics.org](mailto:asaoud@fig-gymnastics.org)

### **Financial information related to hosting an Academy**

For a normal FIG Academy, the FIG will assume the following costs:

- ◆ 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 for meals and incidentals, and the current FIG-stipulated honorarium.
- ◆ Costs of any extraordinary or special requests made by the FIG.

When 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 per night in a double shared room with breakfast.
- ◆ Cost of accommodation per FIG Expert per night in single room with breakfast. This could be at a different location.
- ◆ Cost of meals (lunch and dinner) per participant per day.
- ◆ Cost of local transport per person, including to and from the airport and between the venue(s) and the accommodation.
- ◆ Cost of coffee breaks (two per day) per person.
- ◆ Cost of closing banquet per person.

Based on this budget, the FIG will determine a course fee per participant, payable to the FIG, to cover the above-listed costs.

### **The host federation is responsible for the:**

- ◆ Cost of fully equipped gymnasium rental (see attached specific lists for each discipline).
- ◆ Cost of adequately sized classroom or lecture hall rental if necessary.
- ◆ Cost of photocopying the examinations, etc.
- ◆ Cost of translators, unless translation is specifically requested by the FIG.
- ◆ Cost of a small working office – equipped with internet access – for FIG Experts for day 1 (the Experts' meeting day).
- ◆ Cost of required audiovisual and office equipment (see attached specific list per discipline).
- ◆ Cost of demonstrator gymnasts in the numbers outlined in the requirements for each discipline at the end of this document.
- ◆ Cost of producing high-resolution photos and videos for the FIG.
- ◆ 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 organisational 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. The FIG will then forward the money for the legitimate "participant costs" outlined above. The host federation must submit a full financial report to the FIG office no later than 60 days after the conclusion of an Academy.

### **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. Also eligible are coaches from FIG-affiliated federations as approved by the FIG Congress and provisionally affiliated federations as approved by the FIG Council.

The participation of the coach must be approved by the federation of whose country they are a citizen or by the federation of their country of residence or employment.

A candidate coach must have reached the age of 18 years at the time of the Academy.

### **Registration requirements**

- ◆ For all FIG Academy courses, inscription and registration can only be carried out online. Please register your coaches online at the following address:  
<https://database.fig-gymnastics.com/>
- ◆ Please use your federation's username and password to log in to the system and go to the menu:  
[Courses -> Coach courses -> Registrable coach courses](#)
- ◆ All coaches should have a profile in the FIG database; if they do not, it will not be possible to register them for an Academy. See the database information below.
- ◆ Profiles already in the FIG database for coaches who have attended an FIG Academy in the past will be kept. Only if a coach does not yet have a profile in the FIG database will a national federation have to create a profile under the "Coach – Academy" section.

### **The following documents are necessary to create a profile:**

- ◆ A scan of the coach's passport;
- ◆ An ID photo;
- ◆ An anti-doping education certificate from the World Anti-Doping Agency (WADA). Any coach hoping to participate in an FIG event must complete the "High Performance Coaches' Education Program" on WADA's Anti-Doping Education and Learning platform (ADEL) in order to obtain the required certificate.

## **Important**

Please note that:

- Without the WADA certificate, a coach's profile will not be valid, and therefore the coach will not be allowed to register for any FIG event.
- It could take up to 20 days to process your request.
- The online course is available at the WADA website on the ADEL platform:  
<https://adel.wada-ama.org/learn>

## **Coach eligibility**

- 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 one federation from another with higher gymnastics education conditions.
  - ◆ Federations with no, or almost no, coaching education programmes in the discipline of interest must start at Level 1.
  - ◆ Federations with formal coaching education and certification programmes in the discipline of interest may apply to begin at Level 2. They will not normally begin at Level 1.
  - ◆ Federations with professional and university-based coaching degree programmes in the discipline of interest may apply to begin at Level 3. They will not normally begin at Level 1 or Level 2.
  - ◆ Direct entry into a Level 3 Academy is possible if the federation and its coaches meet the following criteria:
    - Federation has had a finalist on any apparatus or in any of the competition events that are restricted to eight finalists at the most recent World Championships; or the federation has had an apparatus finalist.
  - ◆ 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 Education Department, which will rule definitively on each request.
  - ◆ Federations may nominate high-level specialists who wish to gain technical knowledge of the Level 3 Academy so as to be able to contribute in leadership positions to gymnastics worldwide.
  - ◆ 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 Education Department accompanied by the CV of the coach in question. The Education Department will rule definitively on each request.

The FIG reserves the right to approve or refuse a coach's participation – even after the coach has been nominated by their federation – in an Academy at any level.

## **Cancellation Policy**

- Registrations for Academies are expected to be guaranteed by the federation that registers a coach. Cancelled registrations, changed registrations or "no-shows" at the time of an Academy will be treated as follows.
  - Cancellation or change in advance of the registration deadline = no penalty.
  - Cancellation or change between the registration deadline and three weeks before the start of the Academy = a penalty of 50% of the registration fee.
  - Cancellation or change under three weeks before the start of the Academy = a penalty of 100% of the registration fee.
  - The penalty may be waived if the coach cannot attend for reasons of health or any other major circumstance. A medical certificate will be required as proof.

## **Academy examinations**

- Every Academy at every level concludes with discipline-specific theory 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 participants will have time to prepare adequately.

## **Academy Brevet process**

- The FIG Coaching Brevet examination is available for eligible coaches at the conclusion of Level 3 Academies or at a later time. 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 as an accredited coach at FIG events for at least the previous four years.*
  - ◆ *The candidate coach's federation must, in the previous five years, have participated at a minimum of two (2) World Championships in the candidate's discipline.*
- *The candidate coach must be specifically nominated by their federation or by the federation of their country of residence or employment 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 80% in theory examinations held at the conclusion of the Academies.*
  - *Achieve a minimum of 80% in practical examinations held at the conclusion of the Academies.*
  - *Make a practical examination presentation that is more comprehensive and detailed than Level 3 candidates.*

**Note:** At any time, a coach with a Level 3 diploma can attend the practical exam of a Level 3 Academy without attending the practical sessions in order to obtain the Academy Brevet, as long as they fulfil the conditions above.

## **Academy variations & delivery options – Academy camps, License, Olympic Solidarity**

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.

Academies can be requested by continental unions, who can use part of the FIG Development Fund for their continent to partially fund participation in and/or organisation of the Academy.

With the approval of the FIG, it is possible to request multi-discipline Academies. For such Academies, the theory lectures can often be shared and the technical lectures separated.

It will never be possible for the FIG to provide sufficient courses for the overwhelming majority of the world's coaches. For federations without formal coaching education programmes and with large coaching populations, an ideal option is to request the use of the FIG's 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 Foundations Courses and for Levels 1 and 2. For more information please consult the FIG Academy License Policy document available on the FIG website.

For the Olympic disciplines of Men's and Women's Artistic, Rhythmic and Trampoline Gymnastics, it is possible to apply for an Olympic Solidarity Technical Course and combine this with an Academy. These applications must be approved by the NOC of the organising country and also by the FIG. The Olympic Solidarity Programme normally pays some of the participation costs and some of the experts' costs. More information is available from the FIG Education Department.

### **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 assessed as FIG Experts for certain levels, subjects or disciplines. Such requests must be sent to the FIG Education Department, which will then provide an official application form for the candidate and make a decision following a review of the candidate's background.

An FIG Expert shall commit to respect the statutes and all FIG rules at all times when they are acting as an FIG Expert.

The FIG will appoint an experienced Expert as the Course Leader.

The tasks the Course Leader will be required to fulfil are specified in the guidelines for the FIG Academy Leader.



# FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



## 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 Education Department at least **6 months** in advance of the Academy

Host Federation		E-mail:	
		Telephone (s):	
		Address:	
Contact person for Academy		E-mail:	
		Telephone (s):	

## ACADEMY INFORMATION

Place a **CROSS (X)** in the appropriate box:

Discipline:	GfA	ART	RG	TRA	ACR	AER	PK
Level:	Level 1		Level 2		Level 3		
Language:	English		French		Spanish		
Preferred dates (please provide at least 2 choices)	1-		2-		3-		

## DETAIL OF ACADEMY

Venue for technical & practical lectures	Name:	
	Address:	
	Telephone:	
Venue for theory lectures	Name:	
	Address:	
	Telephone:	
Hotel/accommodation for participants	Name:	
	Address:	
	Telephone:	
	Website:	
Hotel/accommodation for the Experts	Name:	
	Address:	
	Telephone:	
	Website:	

## BUDGET INFORMATION (in USD or Euros only)

Cost of the accommodation per participant in a double shared room with breakfast per night	
Cost of the accommodation per expert in a single room with breakfast per night	
Cost of the meals per participant (lunch and dinner) per day	
Cost of the local transportation per person including to and from the airport and between the venue and the accommodation.	
Cost of the coffee breaks (2 per day) per person	
Cost of the closing banquet per person	

Place and date :	Signature of President or Secretary General and seal of Federation	
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# 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 six (6) FIG Experts.
- A small meeting room for the Experts on Day 1 for their meeting (equipped 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 parallettes, 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 artistic gymnasts who are capable of performing the pertinent gymnastics skills (depending on the Level of the Academy) and preparation for the skills with high quality.
- These male and female artistic gymnasts must be available at all times during the technical lectures.
- For the three-hour practical examination preparation in mid-week, there must be at least one gymnast for every two coaches. The identical gymnasts must be present also for the practical examination.

## **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, Music 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 or large flat screen HDTV 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).
- An extra light bulb should be available 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 photocopy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper 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 on Day 1 for their meeting (equipped 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.
- For the three-hour practical examination preparation in mid-week, there must be at least one gymnast for every two coaches. The identical gymnasts must be present also for the practical examination.

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

- 1 music sound system in each gymnasium (or 1 portable system)
- 1 data projector – available for the gym and for the lecture hall.
- 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).
- 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 photocopy machine or easy access to one. The larger quantities to be copied might be better done off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper 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 4 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.
- For the three-hour practical examination preparation in mid-week, there must be at least one gymnast for every two coaches. The identical gymnasts must be present also for the practical examination.

### **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 projector – available for the gym and for the lecture hall.
- 1 large portable movie screen or large flat screen HDTV 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).
- An extra light bulb should be available 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 photocopy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper 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 on Day 1 for their meeting (equipped 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 parallel bars, 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.
- For the three-hour practical examination preparation in mid-week, there must be at least one gymnast for every two coaches. The identical gymnasts must be present also for the practical examination.

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

- 1 music sound system in each gymnasium (or 1 portable system)
- 1 data projector – available for the gym and for the lecture hall.
- 1 large portable movie screen or large flat screen HDTV 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).
- 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 photocopy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper 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 on Day 1 for their meeting (equipped 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.
- For the three-hour practical examination preparation in mid-week, there must be at least one gymnast for every two coaches. The identical gymnasts must be present also for the practical examination.

### **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.
- 1 data projector – available for the gym and for the lecture hall.
- 1 large portable movie screen, or large flat screen HDTV 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).
- An extra light bulb should be available 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 photocopy machine or easy access to one. The larger quantities to be copied might be better done off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper as well as appropriate pens for their examination presentations.

## **REQUIREMENTS FOR FIG ACADEMIES IN PARKOUR**

### **Facility needs**

- A large contemporary and fully equipped training gymnasium for Parkour or Artistic Gymnastics.
- An adequately sized lecture hall with tables to accommodate up to 20 participants and up to five (5) FIG Experts.
- A small meeting room for the Experts on Day 1 for their meeting (equipped as listed below).

### **Parkour 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, high level beam, single women's bar, vault landing platform or stacking mats, foam pit(s), thick landing mats, several sets of parallettes, vaulting horses, vaulting boxes etc.
- Gymnastics conditioning and strength training equipment.

### **Athlete needs**

- At least 8 parkour athletes who are capable of performing the pertinent parkour skills (depending on the Level of the Academy) and preparation for the skills with high quality.
- These male and female athletes must be available at all times during the technical lectures.
- For the three-hour practical examination preparation in mid-week, there must be at least one athlete for every two coaches. The identical athletes must be present also for the practical examination.

### **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.
- One data projector in the gymnasium. One projector must also be available in the lecture hall.
- 2 large portable movie screens or a large white wall or large flat screen HDTV.
- 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).
- An extra light bulb should be available 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 photocopy machine or easy access to one. The larger quantities to be copied might be better copied off-site.
- A USB compatible or wireless computer printer and the appropriate printer drivers and cables.
- The candidates will need to have some flip chart paper as well as appropriate pens for their examination presentations.