

RMSRO
Satellite Clinic Standards

POLICY

Adopted:11/23/2009, Approved 11/02/2019

1. Requests for clinics must be submitted in writing via email message to the current RMSRO Clinic Chairman or Current RMSRO President.
2. In order to allow RMSRO adequate time to arrange for required, qualified clinic instructors (2 person team), the request must be received no later than thirty (30) days prior to the proposed satellite clinic date.
3. The satellite clinic request must contain complete clinic information
 - a. Type of clinic (RF, CR, etc.)
 - b. Proposed clinic date(s) and times
 - c. Satellite clinic location including physical address and room number if applicable.
 - d. Contact information for person responsible for submitting request including email and phone. Unless there are unusual circumstances all clinics should be held after the fall RMSRO update clinic.
4. The club/organization requesting the satellite clinic is responsible for all costs of the clinic including instructors' expenses. A ten dollar (\$10) RMSRO fee will be collected from each attendee.
5. Update satellite clinics require a scheduled minimum of two (2) hours. Full day clinics require a minimum of six and one-half hours (6.5). Full day clinics may be held over two (2) days.
6. If the satellite clinic request is approved by RMSRO, the contact person will be notified via e-mail no later than fifteen (15) days prior to first day of the requested satellite clinic, and pertinent information will be posted on the RMSRO web site.
7. If the satellite clinic request is approved by RMSRO, RMSRO will provide copies of current materials along with the appropriate exam and key to the qualified instructors.
8. If the satellite clinic request is approved by RMSRO, US Ski & Snowboard clinic standards must be followed:
 - a. All participants are required to complete and submit a registration form.
 - b. The instructor is required to submit the registration forms to the RMSRO clinic coordinator.
 - c. Competition Official (CO) on-line exam prerequisite for specialty area certification must be observed and collected at the site.
 - d. Current education materials must be used.
 - e. Downloading, printing, and/or reading the applicable Study Guide is not accepted in lieu of actual attendance at a clinic.
 - f. Satellite clinics are to be conducted in a face-to-face format. On-line, or web based, clinics are not authorized.
 - g. If the satellite clinic requires an exam, only the current exam may be administered. Exams expire on June 1 of competition year.
 - h. Exams must be completed at the clinic site; "take-home" exams are not authorized.
 - i. Computers are not allowed for calculations and/or 2nd-run Start List preparation in applicable exams.
 - j. Study Guides are not allowed as replacement for current rule books when completing applicable exams.
 - k. Use of prior years' exams, whether intended as a "practice exam" or as a replacement for current exam, is not allowed.
9. Any satellite clinic that does not follow the above policy will not be accepted for credit towards US Ski & Snowboard Alpine Official Certification.
10. These are recommendations, the RMSRO Board may vary this standard for good cause on a case by case basis