



## ScotDance Canada Professionals – Collection of Registered Dancers’ Cards

### Pre-Premier and Premier dance card process for 2021/2022:

- RSOBHD Registration Committee has confirmed that ALL Beginner, Novice and Intermediate dancers holding 2020 or older dance cards will receive a new registration card and therefore a photo will need to be sent in with the application.
- The issuing of a new card gives consideration to Pre-Premier dancers who are not able to or do not wish to start competing immediately.
- All dancers, Premier and Pre-Premier will receive a 2022 sticker.
- All dancers who held 2020 dance cards do NOT pay registration fees as ScotDance Canada has rolled over registration fees from 2020 to 2022.
- A “12” or “24” month sticker will be affixed to all Pre-Premier dance cards (excluding Primary) to indicate the term (in months) from the date of the first stamp on their new card (see bullet points below).
- Pre-Premier dancers who have stamps on their current card (2020 or older) and register in 2021, will have 6 stamps or 12 months from the date of their first stamp, whichever is longer, on their new card at which time their card expires i.e. current process.
- Pre-Premier dancers who do not have stamps on their current card (2020 or older) and register in 2021, will have 6 stamps or 24 months from the date of their first stamp, whichever is longer, on their new card at which time their card expires.
- Pre-premier dancers that are registering in 2021 that are new dancers would be given 24 month stickers
- Pre-Premier dancers can move up to the next category at any time. This includes when re-registering for 2021 i.e. they do not have to stay in the category they are currently registered in.
- Pre-Premier dancers that are registering in 2021 that had dance cards 2020 or older, no matter if they had stamps or no stamps would be given 24 month stickers if they decided to move to the next category because they would have no stamps on the new category card, i.e. 2020 Beginner dance card with stamps and moves to Novice would receive a Novice card and a ‘24’ month sticker would be affixed to the card.
- If the Pre-Premier dancer holding a dance card 2020 or older decides to register in the next category in 2022, they would receive a new dance card for that category and a ‘12’ month sticker.

- All other Pre-premier dancers (except Primary) who register for the first time in any category (new dancers) or have cards issued in 2020 or older, from 1st January 2022 will receive 12 months from the date of the first stamp.
- A sticker will be affixed to the back of all Pre-Premier dance cards with the following wording: “CARD VALID FOR 6 STAMPS OR UNTIL Issued by: ScotDance Canada ”
- The sticker affixed to the back of all dance cards will indicate the date of October 1, 2021 when competitions reopened in Canada.
- The competition organiser at the event where the dancer receives their first stamp will update the expiry date on the sticker – determined by the “12” or “24” sticker.
- Dancers currently registered as Primary dancers who turn seven (7) years of age on or before 31st December 2022 will receive a Beginner card with a “24” sticker. This is to allow for the time missed in Primary.

**Professionals - please follow the collection procedures below according to the various scenarios:**

**A) SDC Professionals currently teaching Canadian dancers whose dance cards currently bear a 2020 sticker:**

- Professionals to collect all dance cards that bear a 2020 sticker.
- Self-registered Dancer-Professionals are to mail/deliver their dance card to the Registrar in their area.
- Dance cards from dancers who changed teachers after the issuance of their 2020 dance card are to be collected by the new teacher. A new dancer registration form needs to be completed and signed by the new teacher indicating that they are the new teacher. The new registration form and dance card is to be submitted to the Registrar (no registration fee).
- If dancers have suspended or terminated instruction with the current dance teacher and do have a 2020 dance card, the teacher must make every reasonable attempt to collect these cards.

**B) SDC Professionals currently teaching Canadian dancers where the dance card bears a sticker prior to 2020 – (new registration):**

- If a dancer does not have a 2020 sticker, however, does have a dance card with a sticker prior to 2020 and wishes to continue competing, this dancer is treated as a renewal registration or change of category registration.
- A registration form, including other requirements listed on the registration form and registration fee to be collected by the teacher and sent to the Registrar.

**C) SDC Professionals currently teaching Canadian dancers who have never competed and wish to:**

- Dancer registration documents need to be completed and the registration fee paid (normal procedure for new dancers all categories).
- New dancer registrations, at the request of the provincial Registrars, must be sent in by the teacher to the Registrar.

**NOTES FOR PROFESSIONALS:**

- All 2020 registered dancer fees have been rolled over to 2021 – do not collect registration fees
- Teachers collecting and submitting their students' dance cards **MUST** be a current member of ScotDance Canada, i.e. have become a new member or have renewed their membership for the 2021/2022 dance year (October 1/2021 – September 30, 2022).
- New dancers registering in 2021 will need to pay the dancer registration fee plus provide supporting requirements outlined in the registration form.
- Teachers may choose to collect the dance cards from the Registrar in person or via mail.
- If the teacher will be mailing dance cards back to parents, the parents should provide a self-addressed stamped envelope when providing dance cards to the teacher.
- If teachers are not teaching in-person classes, it will be at the teacher's discretion to collect postage fees from parents to offset postage costs to mail the dance cards to the provincial Registrar and/or mail dance cards to parents.
- Teachers should retain a list of students' cards that have been sent to the Registrar in order to cross-reference after receiving the cards from the Registrar.
- ScotDance Canada's provincial dancer Registrars have requested that the professionals either mail or deliver in person, all dance cards in bulk, i.e. please do not mail or deliver piecemeal. The majority of professionals currently follow this process when renewing or submitting new dancer registrations annually.
- Should you have any questions, please contact your provincial Registrar for assistance. The list of provincial Registrars' email addresses is contained in this document.

## **PARENT CHECKLIST FOR PROVIDING DANCE CARDS TO DANCE TEACHERS**

- Provide current 2020 dance card to current teacher (all dance categories)
  
- Primary dancer holding a current dance card and will turn 7 years of age prior to Dec 31/2022:
  - Submit current dance card to current teacher
  - Complete new registration form to apply for a Beginner dance card
  - Provide the registration form and supporting documents to the current teacher (no fee required).
  
- Dancers (non-Primary) changing categories holding 2020 dance cards:
  - Submit current dance card to current teacher
  - Complete registration form and other requirements listed on the registration form (no fee required).
  
- Dancers holding dance cards prior to 2020 wishing to compete:
  - Submit current dance card to current teacher
  - Complete registration form and other requirements listed on the registration form
  - Include cheque for registration fee
  - Provide a self-addressed, stamped envelope to the current teacher should the teacher need to mail the dance card back

## **CHECKLIST FOR DANCE TEACHERS:**

- Provide current dance cards (all categories) to provincial Registrar either by mail or in-person (dancers currently taking instruction, suspended or have terminated instruction)
  
- Primary dancer holding a current dance card and will turn 7 years of age prior to Dec 31/2022:
  - Collect new registration form and other required documents applicable for a Beginner dance card (no fee required)
  - Provide the above to the provincial Registrar
  
- Dancers (non-Primary) changing categories holding 2020 dance cards:
  - Collect current dance card
  - Collect new registration form and other requirements listed on the registration form (no fee required)
  - Provide the above to the provincial Registrar
  
- Dancers (Premier/Pre-Premier) holding dance cards prior to 2020 wishing to compete:
  - Collect current dance card
  - Collect registration form and other requirements listed on the registration form
  - Cheque for registration fee
  - Indicate to parents whether a self-addressed, stamped envelope is required if mailing dance cards to the parents.