



DELEGATION

REGISTRATION HANDBOOK

SPECIAL OLYMPICS INTERNATIONAL



SPECIAL OLYMPICS
**WORLD WINTER
GAMES**
KAZAN 2022

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LETTER FROM THE CHIEF

Memo

To: Accredited Special Olympics Programs attending the Special Olympics World Winter Games Kazan 2022

From: Lou Lauria
Chief of Sport and Competition
Special Olympics International

Date: March 15, 2021

Re: Athlete Selection for the Special Olympics World Winter Games Kazan 2022

Welcome to the registration process for the Special Olympics World Winter Games Kazan 2022. We are excited to have your Delegation participate in these World Games. Attached in this handbook you will find all you need to gather the information from all your members of the Delegation. We strongly encourage you to start the process to collect all the needed information as soon as possible. Please also note that the registration deadline is September 15 and that no delays will be accepted.

All accredited Programs registering Delegations to participate in the Special Olympics World Games Kazan 2022 are strongly encouraged to adhere as closely as possible to Section 13 "Criteria for Advancement of Higher Level Competition" of Special Olympics Sports Rules, Article 1. However, we understand that this may not be possible through global challenges. In these cases, we recommend that the guidelines from the Athlete Selection During COVID-19 Criteria (<https://www.specialolympics.org/our-work/covid19>) is reviewed and followed.

Please contact your Regional Sports Director should you need clarification of any of the above policy issues or rules. It is expected that you should have reviewed the rules prior to the World Games. The Special Olympics Sports Rules can be found on our website at:
<http://resources.specialolympics.org>

We would like to thank the continuous dedication and hard work of our athletes, local programs, regions, SO Russia, and the Kazan 2022 Local Organizing Committee. As an organization, we are prepared to navigate these challenging times with you for what will be an uplifting event. It is important now, more than ever, that we spread our message of acceptance and inclusion.

Thank you very much.



Lou Lauria
Chief of Sport and Competition
Special Olympics, Inc.

cc: Regional Presidents
Regional Sports Directors
Special Olympics World Winter Games Kazan 2022 LOC
SOI Sports & Competition Department
SOI IT Department

DELEGATION REGISTRATION HANDBOOK

1.0 REGISTRATION TIMELINE

DATE	DEADLINE
15 March 2021	Registration Opens
15 September 2021	Registration Deadline for all Delegation Members (including Alternates)
21 November 2021	Additional Staff (AS) Fee Payment Deadline
1 December 2021	Alternate Activation Deadline
21 December 2021	Travel Information Deadline

2.0 REGISTRATION METHOD

If you need help, the Global Registration Team (GRT), who are the representative from your SO Region, is available to support you in the registration process and to share reports for your review before final approval. The regional staff members that sent you this handbook are the correct contacts for any questions. Training, in the form of instructional videos and guides, on how to successfully register in SO Connect will be included in the first email.

All official members of the Delegation must be registered in the registration portal in SO Connect. No other methods of registration will be accepted.

- The use of SO Connect requires a username and password. Each registration contact of the Delegation that has submitted required information will receive a personal username and password to log into SO Connect when registration is launched on **March 15th 00:01 AM Eastern Time**.
- Each Delegation registration contact should work together with the Global Registration Team (GRT) member to ensure all deadlines are met.
- The Delegation registration contact is responsible for registering all members of his/her delegation in SO Connect:
 - Athlete
 - Coach
 - Head Coach
 - Head of Delegation
 - Assistant Head of Delegation
 - Unified Partner
 - Medical Staff
 - Additional Staff
 - Alternate Athlete
 - Alternate Coach
 - Alternate Head Coach
 - Alternate Head of Delegation
 - Alternate Assistant Head of Delegation
 - Alternate Unified Partner
 - Alternate Medical Staff
 - Alternate Additional Staff

- If you are the Registration Contact but have not been provided with the access to the SO Connect system or if you have issues logging in or want to request an Additional Staff member be given access, please contact your GRT member.
- When registration is launched, you will receive instructional videos and written instruction from your GRT member on how to manage registrations using SO Connect.
- With SO Connect access, you can:
 - **CREATE** registrations - one at a time or multiple registration at once
 - **ENTER** or **EDIT** information in any field for entrants in your delegation
 - **SAVE** information so you can return to the registration portal before registration deadline.
 - **SUBMIT** registrations when completed
 - **REPORT** on any entered information by exporting a CSV file
- SO Connect will provide a "completeness percentage" for each registrant. This will indicate the percentage of mandatory fields that are complete.
- There are certain participation rules listed in this handbook that SO Connect will help manage. If any information is missing or entered incorrectly (e.g., a relay team has only 3 entrants when there should be 4), SO Connect will alert you to the error with an orange highlight of the field and a red warning.
- Registration information is due on **September 15, 2021**. However, please note that Travel Information will not be due until **December 21, 2021**. Please refer to the registration timeline on page 1 in this handbook for the list of deadlines.
- GRT members will regularly be running reports to account for which information is missing/incorrect.

3.0 REGISTRATION INSTRUCTIONS

Before you begin, please make sure you are PREPARED and follow the guidelines below.

- All information must be completed in English.
- Please fully review the Registration Guide, Training Videos, and the Registration Handbook.
- Mandatory fields will be highlighted in Green.
- Mandatory fields that are incomplete will turn Orange, and you will not be able to proceed and complete the registration. For specific information on errors will appear in an icon next to the field.
- Please keep a copy of all uploaded forms you submit.
- To start registration, you will need to electronically sign the Data Processing and Privacy Agreement and use the SO Connect link to create your own account.
- Your access to the portal will be closed **September 15 at 23:59 Eastern Time.** Additional instructions will be provided for travel information.
- Profiles that have not been duly completed and have not been submitted, will not be considered by GRT and LOC. Please make sure you have successfully submitted all the profiles



KAZAN
RUSSIA

- Please note that medical forms are also required for Unified Partners.
- Do NOT enter placeholder information in order to complete the registration. The information entered should be true and accurate.
- Please monitor the status of each profile in SO Connect. If the profile status has been reverted to "Not Submitted" for corrections, please check the registration notes and revise/correct the profile accordingly. Then submit it for the consideration once again.

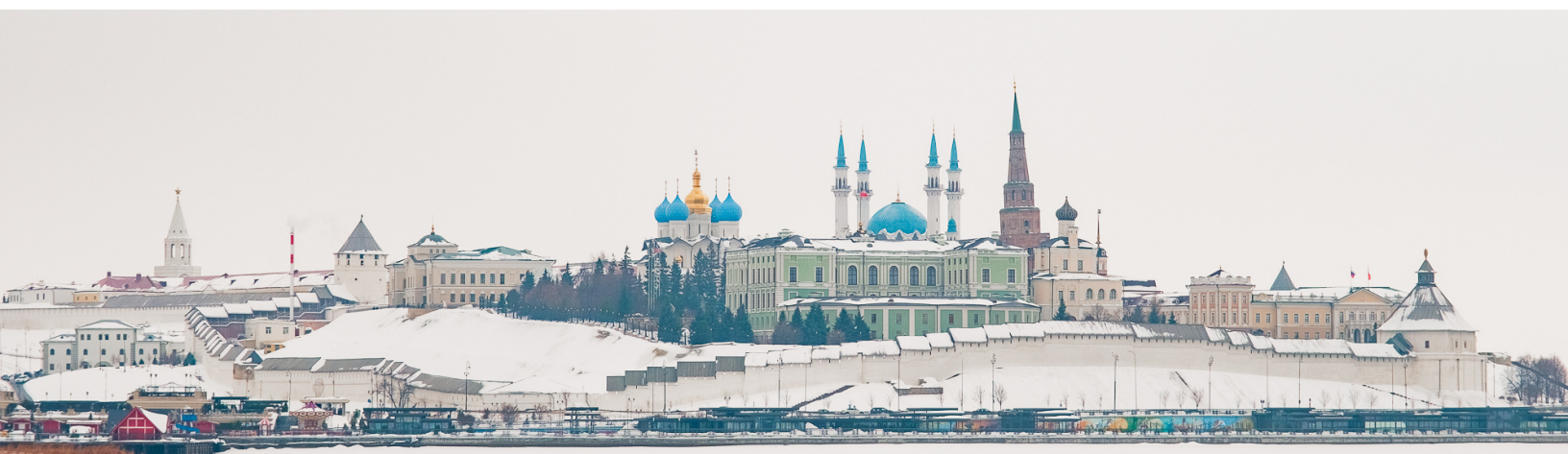
4.0 ALTERNATES AND WITHDRAWALS

Alternates: Registration of alternates is required for Athletes, Unified Partners, Coaches, Head Coaches, Head of Delegation, Assistant Head of Delegation, Medical Staff, and Additional Staff by **September 15, 2021**. The activation of *already registered* alternates is **December 1, 2021**.

The alternates for athletes and coaches activated MUST be the 1) same gender, in the 2) same sport, and in the 3) same event as the original delegation member. SOI and the LOC reserves the right not to accept the requested change. If a visa is required, the change may not be accepted if there isn't sufficient time to process the request.

To activate an alternate, please reach out to your GRT members.

Withdrawals: If, for any reason after the deadline, someone needs to withdraw from a Delegation, please contact your GRT member.



5.0 ADDITIONAL STAFF/MEDICAL STAFF

Each Delegation is entitled to bring one Medical Staff without paying the Additional Staff (AS) fee. Please note that there are requirements and forms specific to Medical Staff. If your Delegation brings more than one Medical Staff, the AS fee will apply.

Each Delegation can bring any number of Additional Staff as specified in your quota allocation at the Delegation's expense. The fee for the Additional Staff (AS) per person is \$1520 USD. This fee includes official credentials, housing, meals, and access to the Delegation transportation network.

The above fees must be paid by **November 21, 2021**. Instructions for payment will be provided at a later stage.

5.1 Dual Roles

If a registrant has dual roles, they will be given an option under the role of "Additional Staff." The only secondary role that will be accepted is Delegation Media, Coach, and Medical Staff. During registration, the registrant should list their primary role as Additional Staff. After the role is chosen, an additional field will appear that offers the three options above. This is the only acceptable dual role in registration.

Please read the section above for the fees.

6.0 OVERVIEW OF REGISTRATION FIELDS

6.1 Profile Tab

6.1.1 Name

First, middle, and last names must be written the same way as the passport you are travel with to Russia. Middle Names are required if you have one listed on your passport. Preferred names and nicknames will not be accepted for identification, registration, and credentialing purposes.

6.1.2 Gender

Options for gender include Male, Female, X, and Prefer Not to Say. For those who choose "X" or "Prefer Not to Say," SOI and the LOC will work with the Delegation to confirm which gender (male or female) the registrant will choose for accommodations and competitions.

6.1.3 Date of Birth

Special Olympics strongly recommends that an athlete be a minimum of 15 years old at the time of competition (i.e. born earlier than Jan. 22, 2007) to be eligible to participate in the Special Olympics World Winter Games. Please note that an age group of under 15 may result in insufficient competition opportunities. Special Olympics may cancel any competition without enough registrants.

6.1.4 Email

Heads of Delegation, Assistant Heads of Delegation, Coaches, Medical Staff, and Additional Staff are strongly recommended to input their own emails. Important information specific to roles will be sent via the email provided.

6.1.5 Phone

All phone numbers provided are required to have country codes. A dropdown list of all country codes will be provided.

6.2 Personal Tab

6.2.1 Role

The accepted roles are Athlete, Unified Partner, Coach, Head Coach, Medical Staff, Assistant Head of Delegation, Head of Delegation, and Additional Staff. For more information on Alternates, please see section 4.0. For more information on Additional Staff, please see section 5.0.

6.2.2 Headshot Photo







The headshot photo is required and used for credentialing. It must be in JPG/JPEG ONLY.

Guidelines:

- Close up of your head and the top of your shoulders so that your face takes up 70-80% of the photograph
- Directly face the camera
- Background must be plain white
- Must be a photo in color
- The entire face should be in focus
- Eyes should be open and looking at the camera
- Nothing should block the photos (e.g. watermarks, staples, flash)
- Fine facial features should be discernible
- Photo should capture from slightly above top of hair to middle of chest
- Eyeglasses should be worn if normally used by the individual and should not cover any part of the eyes
- If possible, avoid heavy frames and tinted lenses
- Include headpieces if worn daily for religious purposes; they should not obscure or cast shadows on the eyes or any other part of the face
- Medium – resolution photography and printing are strongly recommended

Preparation is key to
REGISTRATION

A wide-angle photograph of a city skyline in winter. The foreground shows snow-covered rooftops and trees. The middle ground is filled with various buildings, including modern glass-fronted structures and older, more ornate buildings with red roofs. The background shows a hazy sky. The text "Preparation is key to REGISTRATION" is overlaid on the left side of the image.

INCORRECT	CORRECT	SUGGESTIONS
<p><i>Head Not Facing Camera</i></p> 	<p><i>Head Facing Camera</i></p> 	
<p><i>Glare on Glasses</i></p> 	<p><i>No Glare on Glasses</i></p> 	<p>A slight downward tilt of the head will usually eliminate glare on eyeglasses. If this does not reduce the glare, try tilting the head slightly upward or rotating the glasses slightly upward or downward. The head should not be tilted by more than a few degrees to eliminate glare.</p> <p>Red Eyed conditions should be avoided. Red eye is caused by a direct reflection, through the pupil, from the retina of the eye when an on-camera flash is used, particularly for a subject who has adapted to a darkened environment. Red eye can be reduced by using an off-camera flash or by brightening the ambient lighting.</p>
<p><i>Background Not Plain</i></p> 	<p><i>Plain Background</i></p> 	<p>A distracting background should be avoided. Use a plain wall or a photographer's backdrop cloth as the background. The background color may be white or off-white.</p> <p>Ideally, the background will be out of focus so that minor markings or texture on the background are not apparent in the photo.</p>

6.2.3 Birth Location Fields

These three (3) questions are related to visas that the LOCs will prepare on behalf of the delegation.

6.2.4 Preferred SO Language

The preferred SO Language options are English, Arabic, Chinese, French, Spanish, and Russian. Unlike the Native Language, you **MUST** only choose among the 6 official Special Olympic languages.

6.3 Parent/Guardian Tab

6.3.1 Parent/Guardian Information

This is only mandatory for persons under the age of 18. More information may come from the LOC to match local requirements.

6.4 Passport Tab

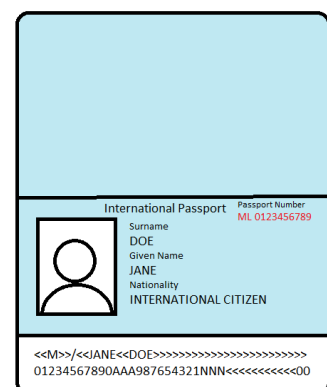
6.4.1 Scanned Copy of Passport

You will be asked for passport information. The passport photo must clearly show the identification page and ALL data on the page. Please scan the copy of the passport you plan to travel with to Russia.

Both JPG and PDF formats will be accepted in registration.

6.4.2 Country of Residence

Please input the country registrants are living in regardless of the passport country.



6.4.3 Issue and Expiry Date

You must have a valid passport for 6 months from the expiry date of the Russian visa issued for the participation of the Special Olympics World Winter Games Kazan 2022. Passports must be valid until 10 August 2022. If any passports expire before 10 August 2022, PLEASE START THE PASSPORT RENEWAL PROCESS IMMEDIATELY.

LIST OF VISA FREE COUNTRIES:

MENA

Qatar	United Arab Emirates
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SOAF

Botswana	Seychelles
Brazil	South African Republic
Mauritius	

SOAP

Fiji	Samoa
Laos	Thailand
Palau	

SONA

Antigua and Barbuda	St. Kitts and Nevis
Dominica	St. Vincent and Grenadine
Grenada	Suriname
Guyana	

SOEE

Armenia	Kyrgyzstan
Azerbaijan	Moldova
Belarus	Montenegro
Bosnia and Herzegovina	Serbia
Israel	Tajikistan
Kazakhstan	Ukraine
	Uzbekistan

SOLA

Argentina	El Salvador
Bolivia	Guatemala
Chile	Honduras
Columbia	Nicaragua
Costa Rica	Panama
Cuba	Paraguay
Dominican Republic	Peru
Ecuador	Uruguay
	Venezuela

SOEA

Macau	Republic of Korea
Mongolia	



Please note, that every participant, applying for a Russian visa to the Embassy of the Russian Federation will be sent the Letter of Invitation and other requested documents.

EU Residents must also have a valid passport and must submit the information for registration.

For any questions related to the visa assistance (including Letter of Invitation) please contact the LOC Delegation Service department using the following e-mail address:
delegation.services@sokazan2022.com.

6.4.4 Country of Passport

Please input the country where the passport is issued from, regardless of where the registrant lives.

6.4.5 Visa Issuing Place

Please input the Embassy/Consulate of the Russian Federation, where you are going to apply for the Russian visa (city and country).

6.5 Medical Tab

6.5.1 Medical Information

Both athletes and Unified Partners are required to complete the Medical Form.

Medical screenings will NOT be provided on site in Kazan. If a form is incomplete, unsigned, or if the form is deemed to be fake, then the athlete will be unable to compete at the Games. This is for the safety of the athlete and/or the Unified Partner and per SOI policy.

Medical Information for Input into SO Connect for **Athletes, Unified Partners**, and **their Alternates**

From the Medical Form you will be asked to enter the following into SO CONNECT:

From Health History (Pages 1-2)

- Associated Conditions (e.g. Down Syndrome, Autism, etc)
- Allergies and Dietary Restrictions*
- Assistive Devices**
- Epilepsy or Seizure Disorder (Y/N) and Seizure Type
- Abnormal EKG or Abnormal Echo + Details
- Acute Infection (Y/N) + Details
- Congenital Heart Defect (Y/N)
- High Blood Pressure (Y/N)
- Vision Impairment (Y/N)
- Hearing Impairment (Y/N)
- Sickle Cell Trait (Y/N)
- Sickle Cell Disease (Y/N)
- Easy Bleeding (Y/N)

From Physical Exam (Page 3)

- Asthma (Y/N)
- Diabetes (Y/N)
- Medications and ability to take meds by self (Y/N)
- Pulse
- Blood Pressure for at least one arm
- Heart Murmur (Y/N)
- Hepatomegaly (Y/N)
- Splenomegaly (Y/N)
- AAI Clearance
- Participation Clearance level***I (Cleared; Cleared with restrictions; or Not Cleared)
- Date of physical exam
- Physician Signature listed (Y/N)

NOTE: If any of these fields are missing on the medical form or the form is incomplete in any way, you should get this information from the athlete, Unified partner, or physician before you upload their form or they may not be approved to participate.

***If someone is not medically cleared, they should not be registered.

Medical Information for Input into SO Connect for other **Delegates**

For all other Delegates (such as non-athlete/unified partners) you will be asked to enter the following from the registration page into SO CONNECT.

From Registration - All Delegates	Medical Staff Only
<ul style="list-style-type: none"> • Allergies and Dietary Restrictions* • Assistive Devices** • Epilepsy or Seizure Disorder (Y/N) and Seizure Type • Acute Infection (Y/N) + Details • Heart Conditions (Y/N) + Details • Mental Health Conditions (Y/N) + Details • Missing Organ (Y/N) + Details • Chronic Infection (Y/N) + Details • High Blood Pressure (Y/N) • Sickle Cell Trait (Y/N) • Sickle Cell Disease (Y/N) • Easy Bleeding (Y/N) • Asthma (Y/N) • Diabetes(Y/N) • Medications List 	<ul style="list-style-type: none"> • Medical Degree Type • Year Degree Received • Clinical Focus • Medical License Number • Regularity Authority • Date of License Issuance • Date of License Expiration • Name of Employer • Type of Employer • Copy of Medical License • Copy of CV/Resume • Signed Letter from HOD affirming • Medical Staff (provided)

Diet Restrictions*

A general healthy diet will be provided. Please indicate in SO Connect if any individuals in your delegation would prefer a vegetarian diet, or have any other special requirements. The LOC will try to accommodate as many requests as possible, provided the information is received at time of registration.

Assistive Devices and Accommodations**

Please be sure to indicate in SO Connect if any delegation member utilizes assistive devices (including Wheelchair). Without this information appropriate housing accommodations, as well as transportation, cannot be guaranteed.

6.6 Sport and Events Tab

6.6.1 Primary Sport

Please review the Overview by Sport section of the handbook (Section 7.0). For accommodation purposes, all roles are required to have a primary sport.

Jersey numbers are required for some sports. If the question appears, do not leave this blank. Any misinformation or blank fields will hinder competition management.

6.6.2 Sport Category

Please review the Overview by Sport section of the handbook (Section 7.0).

6.6.3 Team Names

Delegations will be given a dropdown list of Team Names to choose from. Delegations should keep track of their teams via team name. For your convenience, it is recommended that you choose teams in numerical order (e.g. choose SO Norway 2 only after SO Norway 1 has been created).

A photograph of a city street in winter. The trees and buildings are covered in snow. A church steeple is visible in the background. The text "Registration in SO CONNECT" is overlaid on the image in a large, white, sans-serif font.

Registration in
SO CONNECT



The path to
KAZAN

6.7 Travel and Accommodations Tab

6.7.1 Travel

Travel information must be added into SO Connect directly. Please view the travel information deadline in section 1.0.

If either the arrival or departure itinerary includes Moscow as a transit city, you must provide information about those flights as well.

Airports with Moscow as Transit City:
Sheremetyevo International Airport (SVO)
Moscow Domodedovo Airport (DME)
Vnukovo International Airport (VKO)

Airport in Kazan:
Kazan International Airport (KZN)

6.7.2 Accommodations

Please select accommodations after you have selected your primary sport. The drop-down will automatically update to one hotel option. Please select the sole accommodations option available.

6.8 Bio Tab

6.8.1 Bio

Bio This section is mandatory to complete. The purpose of the bio questions is to assist the LOC and Special Olympics with media and awareness efforts. The LOC plans to add athlete profiles to the Games website and make it easier for media to follow up on athletes, their performance, and their results at the Games.

6.9 Forms Tab

6.9.1 Forms

In the registration portal, an upload for the Release Form is mandatory, but there will also be a space for Likeness Release.

Athlete and Unified Partner Registration Form

All fields on the SO Connect Portal are included in this form. Use this form to gather Athlete information for input into SO Connect.

Delegate, Coach, and Additional Staff Registration Form

Head Coaches, Coaches, Assistant Heads of Delegation, Heads of Delegation, Medical Staff, Delegation Media, and Additional Staff should use this form to gather info specific to their version of registration. Use one form for each non-athlete in your delegation and ensure all the required information to enter into SO Connect is complete.

Athlete Release Form

Please upload one form for each athlete.

- Forms must be signed and dated by the athlete or their parent/guardian in order for this individual to be registered.
- If the athlete, parent, or guardian cannot sign the "Release" based on a religious objection, the Head of Delegation should inform the Delegation Services Department of the LOC in writing prior to the deadline for registration materials.
- Please read the anti-doping policy before you sign the release.

Delegate, Coach, and Unified Partner Release Form

Please upload this release form for all members on your delegation that are not an athlete.

Forms must be signed and dated by the Delegate, Coach and Unified Partner in order for this individual to be registered.

If the Delegate, Coach or Unified Partner cannot sign the "Release" based on a religious objection, the Head of Delegation should inform the Delegation Services Department of the Games Organizing Committee in writing prior to the deadline for registration materials.

Athlete Likeness Release For Sponsors (Optional)

This form is separate from the general Athlete Release Form and is intended to be an optional form that can be signed during general or event registration. Please observe the following guidelines with regard to athlete likenesses:

- **The general ATHLETE RELEASE FORM does not permit likeness use in connection with sponsors.**

The general Athlete Release Form gives Special Olympics permission to use an athlete's likeness only "to promote Special Olympics and raise funds for Special Olympics." It deliberately does not allow likenesses to be used by sponsors or to acknowledge sponsors. This is designed to allow athletes to choose whether they want to have their likenesses used in connection with sponsors. See General Rules Section 2.03.

- **Athletes have two ways to allow use of their likenesses in connection with sponsors:**

- **Sign the optional ATHLETE LIKENESS RELEASE FOR SPONSORS.** This gives Special Olympics permission to use the athlete's likeness in connection with any sponsor. This is for athletes who are comfortable being published and do not want to be asked for each specific use.
- **Sign a release for each specific use.** An athlete may give permission for a specific sponsor-related use by signing a specific release. The Special Olympics International Legal Department can provide a template for such releases.

- **Even if an athlete has given permission, please remember:**

- **Special Olympics does not promote commercial products or services.** Product placements and any suggestions of endorsement should be avoided.
- **Sponsors should be required to get approval from Special Olympics for each proposed use of an athlete's likeness.** Such uses should be reviewed by staff with sufficient knowledge of Special Olympics policies to ensure appropriate use by the sponsor. SOI sponsor uses should be reviewed by the SOI Legal Department.
- **A specific likeness release should be signed for:** (1) any use that is part of cause related marketing (e.g., "10% of each sale will be donated to Special Olympics") or (2) any use where there is any doubt about whether the athlete would be happy with the proposed use. This applies even if the ATHLETE LIKENESS RELEASE FOR SPONSORS has already been signed.

- **Tracking and Coordinating:** A report in SO Connect will track which athletes have signed the optional Athlete Likeness Release for Sponsors in order to make it easier to determine which athletes have given this permission.

Athlete and Unified Partner Medical Form

Please upload the completed multi-page medical form for each athlete and Unified Partner into SO Connect in English/Russian. Some of the medical information will also need to be entered into athlete's and Unified partner's Profile as part of SO Connect registration.

The Special Olympics Medical Form has two parts: (1) Health History (pages 1-2) and the Medical Exam (page 3). Both parts must be completed and uploaded in order for the individual to compete in the Special Olympics World Winter Games 2022:

- The Athlete Health History (pages 1-2). These pages should be completed by the athlete or parent/guardian/caregiver.
- **The Physical Exam (page 3) should be completed and signed by a medical physician or other licensed healthcare personnel such as nurse practitioner or physician assistant who is legally allowed to perform physical exams and able to prescribe medications.**
 - On this page, the physician must fill out all fields and the athlete must be marked as "ABLE" to participate or "Able to participate with restrictions" and shown to have no AAI symptoms.
 - Page 4 of the medical form is only required if a second examination is needed before cleared to participate. Most athletes will only need to complete the three pages.

For a detailed instruction guide on the form and definitions of what each field means.

If either section is missing or if the form is not signed by the physician or the athlete is not marked as cleared to participate, the form will not be accepted and the athlete will be unable to compete. A team at SOI will be reviewing a portion of the medical forms in order to ensure compliance.

As a part of the medical exam, the athlete will be examined for symptoms of spinal cord compression or Atlanto Axial Instability (AAI). If AAI symptoms are observed, an athlete MAY NOT take part in the Special Olympics sport of their choice until:

- A second Medical professional certifies that the athlete is cleared to take part. This means that the symptoms the original doctor has noted have been further reviewed and do not relate to a spinal cord compression or AAI.
- The Athlete or Parent/Guardian (for minor athlete), signs the Atlanto Axial Instability release form*. This form confirms that they have been informed of and understand the findings of the medical professional's exam.

If the Delegation has a team physician or Medical Staff member accompanying the team to the Special Olympics World Winter Games 2022, that individual should review all medical forms submitted for athletes/Unified partners prior to submission and confirm the form is complete and athlete is appropriately cleared. This will also help the medical staff from SOI and LOC prepare for the Games.

Medical Staff Declaration Form (to be signed by the HOD)

This form indicates the HOD has confirmed the qualifications of the Medical Staff to their knowledge.

COVID-19 Supplemental Form

In addition to the medical form data, all delegates must also complete a supplemental form related to COVID. This form will ask whether a delegate has had COVID, been cleared for sport participation, and if they have had a COVID vaccine. *At this time, this information is only for planning purposes and will NOT be used to determine eligibility for participation.* Additional questions related to COVID and vaccines may be asked closer to the start of Games.

6.10 Submission

6.10.1 Submission

Please review this tab to make sure you have every tab complete. Any errors of missing mandatory information will appear in under this tab and prevent a 100% registration completion. By clicking your error in this tab, SO Connect will take you to specific tabs that contain the error.



Accuracy is KEY to
REGISTRATION

7.0 OVERVIEW BY SPORT

1. All delegations must abide by the requirements as set forth by Special Olympics outlined in the Article I of the Sports Rules: Section 13, page 18: Criteria for Advancement for Higher Level Competition.
<https://resources.specialolympics.org/>
2. The competition rules adopted by the International Sports Federation and Special Olympics, Inc. as of July 1, 2018 will govern competition at the 2022 Special Olympics World Winter Games. The international sport federation competition rules shall be employed except when in conflict with the Official Special Olympics Sports Rules. In such cases, the Official Special Olympics Sports Rules shall apply. Special Olympics rules can currently be found at <https://resources.specialolympics.org>
3. Special Olympics strongly recommends that an athlete be a minimum of 15 years old at the time of competition to be eligible to participate in any World Games event. Please note that an age group of under 15 may result in insufficient competition opportunities. For Delegations participating in floorball, please review the sport specific section regarding age.
4. SOI reserves the right to cancel a sport specific event due to insufficient quota request interest and registration. Any event cancellation will be identified by October 1, 2021. Athletes entered into any cancelled event will be provided with an opportunity to enter an alternative event, if eligible under the terms of the categories of participation in their sport.
5. The goal is to have 43% female athlete participation for these Games.
6. It is expected that all athletes arrive for the World Games properly equipped for competition.
7. It is expected that Delegations are training and competing on the appropriate field of play conditions. Athletes registered in snow events (alpine skiing, snowboarding, cross country skiing, snowshoeing) must have experience in snow conditions prior to World Games. Athletes registered in figure skating and short track speed skating must have experience on ice conditions. Failure to adhere to this requirement will result in a less than ideal safe and dignified competition experience for the athlete and a reduction in future sports quota allocation.
8. It is expected that all athletes be well trained in order to achieve consistent results between their divisioning round and final competition. Poor training or preparation will not be considered an acceptable excuse for variations in performance. The integrity of the Divisioning process can be adversely affected by both poor athlete training and lack of honest effort and if we do not do our best to uphold the integrity of the Divisioning process those athletes that abide by the rules and train properly are unfairly penalized.

9. Mixed gender teams shall be divisioned with male teams unless there are sufficient mixed gender teams of similar ability to make a separate division.

10. It is expected that all Head Coaches attending World Games hold valid and current coach certification from Special Olympics and/or the relevant National or International Sport Federation. Head Coaches and Coaches should be knowledgeable about and familiar with Special Olympics General Rules, Sports Rules Article 1 as well as the Official Special Olympics Sports Rules and International Sport Federation Rules of their sport. All Coaches MUST complete the Special Olympics online coaches training World Games: Coach Preparation prior to December 31, 2021. This course can be found at the Special Olympics Learning Portal at learn.specialolympics.org

11. It is expected that all Unified Sports Coaches have successfully completed designated Unified Sports training in line with SO Program requirements and are knowledgeable of the principle of meaningful involvement and the goal of achieving social inclusion through Unified Sports. The Unified Sports Competition Protocol will be utilized for the Games (please also see attached).

12. Coaches are not allowed to play as unified partners.

13. All teams competing in the Unified Sports competition at the World Games should be composed according to the Unified Sports Competitive model. More information can be found in the Special Olympics Rulebook, Article 1.

Similar Ability Requirement:

Athletes and partners should be of similar ability. Similar ability should be based on sport performance assessments. Please note that the Unified Sports Competitive model is not exclusive to high ability partners and athletes. While the Unified Sports Competitive model emphasizes the importance of having team members of similar ability it does not prescribe that they must be of high ability only. Teams can be composed of lower ability participants as long as the team members are all of similar ability.

Athletes and partners should be of similar age and ability. Similar ability should be based on sport performance assessments while the following guideline shall be used for similar age team composition for the 2022 World Games:

Similar Age Requirement:

For the purpose of providing additional clarification as to what "similar" age delegations should apply the following guidelines to their team composition. Minimum age for any athlete competing in Floorball Male/Mixed Unified Team Competition will be 15 years old, and the maximum age 23 years old, No team should have an age difference between the youngest and oldest team member of more than 5 years.

14. Each team is required to play all eligible team members in every game unless a player is injured or has been removed due to disciplinary reasons. Coaches must notify the competition management prior to each game if players on the approved tournament roster will not be playing due to injury or disciplinary reasons. Failure to play all eligible team members in each game will result in potential penalties, up to and including forfeit and disqualification.

15. Delegations must be in compliance with the confirmed sport quota allocation.

7.1 Alpine Skiing

Events Offered

Category	Event(s) Selection
Category 1	Novice Super G, Novice Giant Slalom, Novice Slalom
Category 2	Intermediate Super G, Intermediate Giant Slalom, Intermediate Slalom
Category 3	Advanced Super G, Advanced Giant Slalom, Advanced Slalom

Registration Instructions

- Athletes are restricted to participation within one category as outlined above.
- Athletes registered for alpine skiing may enter a maximum of 3 events.
- Athletes not able to meet the minimum standards to safely compete on the novice course will be disqualified. There is no plan to create and offer any events for athletes below Category 1.

7.2 Cross Country Skiing

Events Offered

Category	Event(s) Selection
Category 1	50m - classical technique, 100m - classical technique
Category 2	500m free technique, 1K free technique, 2.5K free technique, 4x1K relay free technique
Category 3	2.5K free technique, 2.5K classical technique, 5K free technique, 7.5K free technique, 10K free technique, 4 x 1K relay - free technique

Registration Instructions

- Athletes are restricted to participation within one category as outlined below.
- All athletes registered in Category 1 for Cross Country Skiing may enter both events in this category.
- All athletes registered in Category 2 and 3 for Cross Country skiing may enter a maximum of two (2) individual events and 1 relay. A relay team may be composed of athletes from Category 2 and Category 3.
- Relays must contain a minimum and maximum of 4 athletes.
- Athletes are not allowed to change ski techniques for finals.
- Any athlete participating in 7.5K free technique or 10K free technique must be registered in 5K free technique. The divisioning time for 7.5K free technique and 10K free technique will be determined on-site, utilizing 5K time.
 - Category 3 athletes may not register for BOTH the 7.5K and the 10K race
 - Category 3 athletes registered for the 7.5K race must also be registered for the 5K race
 - Category 3 athletes registered for the 10K race must also be registered for the 5K race

7.3 Figure Skating

Events Offered

Event Selection	Level
Singles	1, 2, 3, 4, 5, 6
Pairs	1, 2, 3
Unified Sports Pairs	1, 2, 3
Ice Dance Solo	1, 2, 3, 4, 5, 6
Ice Dance	1, 2, 3, 4, 5, 6
Unified Sports Ice Dance	1, 2, 3, 4, 5, 6

Registration Instructions

- An athlete may be registered for up to 3 events.
- An athlete can not be registered in 2 different levels within 1 discipline. (Example: Singles Level 1 and Singles Level 3 will not be acceptable)

- Figure skating disciplines are defined as:
 - Singles
 - Pair Skating
 - Unified Sports Pair Skating
 - Ice Dance
 - Ice Dance Solo
 - Unified Sports Ice Dance
- Ice Dance consists of 2 Special Olympics athletes.
- Pairs consist of 2 Special Olympics athletes
- Unified Sports Ice Dance consists of 1 Special Olympics athlete and 1 unified partner.
- Unified Sports Pairs Skating consists of 1 Special Olympics athlete and 1 unified partner.

7.4 Floorball

1. Events Offered:

- Team Competition – Female
- Team Competition – Male/Mixed
- Unified Sports Team Competition – Male/Mixed

2. Registration Instructions

- Roster of 8 players for Team Competitions.
- Delegations with more than one team must designate a different Head Coach and Assistant Coach for each team.

3. Unified Sports Points of Emphasis.

- Minimum age for any player competing in Floorball Male Unified Team Competition is 15 years old, and the maximum age 23 years old.
- No team should have an age difference between the youngest and oldest team member of more than 5 years.
- Teams must register Unified teammates in the following ratios: 6 athletes-4 partners
- Unified teams must be composed according to the Unified Sports Competitive model.
- Registered coaches /assistant coaches may not participate as a Unified Sports® partner at the Games.

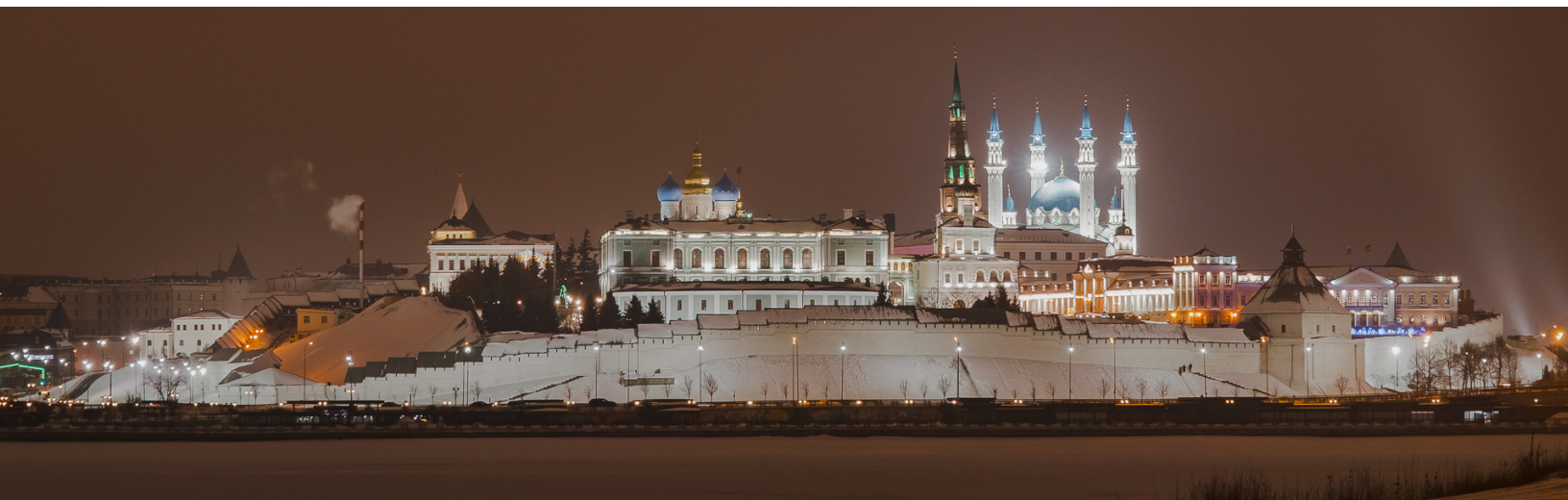
7.5 Short Track Speed Skating

Events Offered

Category	Event(s) Selection
Category 1	111 meter race, 222 meter race, 333 meter race, 500 meter race, 1500M Relay
Category 2	333 meter race, 500 meter race, 777 meter race, 1000 meter race, 1500M Relay
Category 3	777 meter race, 1000 meter race, 1500 meter race, 1500M Relay

Registration Instructions

- Athletes are restricted to participation within one category as outlined above.
- There will be NO Direct Finals for the 500m, 777m race, 1000m, 1500m race. This means divisioning races will take place on site.
- Relays must contain a minimum and maximum of 4 athletes.



7.6 Snowboarding

Events Offered

Category	Event(s) Selection
Category 1	Novice Super Giant Slalom, Novice Giant Slalom, Novice Slalom
Category 2	Intermediate Super Giant Slalom, Intermediate Giant Slalom, Intermediate Slalom
Category 3	Advanced Super Giant Slalom, Advanced Giant Slalom, Advanced Slalom

Registration Instructions

- Athletes are restricted to participation within one category as outlined above.
- Athletes registered for snowboarding may enter a maximum of 3 events.
- Athletes not able to meet the minimum standards to safely compete on the novice course will be disqualified. There is no plan to create and offer any events for athletes below Category 1.

7.7 Snowshoeing

Events Offered

Category	Event(s) Selection
Category 1	25 meter race, 50 meter race
Category 2	100 meter race, 200 meter race, 400 meter race, 4x100 meter relay
Category 3	200 meter race, 400 meter race, 800 meter race, 4 x 100 meter relay

Registration Instructions

- Athletes are restricted to participation within one category as outlined above.
- Athletes registered in Category 1 in Snowshoeing may enter both events in this category.
- Athletes registered in Category 2 and Category 3 in Snowshoeing may enter a maximum of three (3) events: two (2) individual and one (1) relay.
- A relay team may be composed of four (4) different athletes from Category 2 and Category 3.
- Relays must contain a minimum and maximum of 4 athletes.
- Entry times are required for registration for all athletes in Category 1.
 - Entries to the 25m race must be above 12 seconds
 - Entries to the 50m race must be above 25 seconds.

8.0 MANDATORY TRAININGS

This year, HODs, AHODs, Coaches, Head Coaches, and Unified Coaches will be required to complete their respective trainings in the Learning Management System (LMS). Please see below for the required courses.

- HODs & AHODs must complete the HOD Readiness Training Course by July 31, 2021. The course is available in all the official Special Olympics languages.
- All Coaches must complete the World Games Coach Preparation Module by December 31, 2021.
- Unified Coaches must complete the Unified Sports Coaching Course by December 31, 2021.

If this is your first time creating an account, please follow the instructions below.

Creating your Special Olympics Online Learning Account:

<https://media.specialolympics.org/resources/lms/How-To-Create-An-Account-Sport.pdf>

Please note that if you already have an account, you do not need to create a new one.

There should be no other mandatory trainings for Kazan 2022, however, we would strongly recommend the following:

1. All Head Coaches at minimum should have a sport specific coaching qualification.
2. Where language permits, all coaches should complete the Level 1 Sport Assistant and Level 2 Coaching Assistant courses on the online learning portal – Available in: English, French, Spanish, Chinese, Arabic, Russian, Greek, Japanese, Korean, Portuguese, Bahasa and Thai.