



COMP INTRO EVALUATION REQUEST PROCESS

1. Candidates submit "Request for Evaluation Form" (below) to coachtraining@synchroontario.com
Requests submitted after April 30 will be processed during the next competitive season.
2. Synchro Ontario will assign an evaluator for the candidate, with the intention that candidate will take care of each of the three items to be evaluated. The assigned evaluator will contact the candidate directly and make all arrangements to complete the tasks. Evaluations include:
 - a. Portfolio Module (Evaluation Fee \$50) – sent to the evaluator by candidate via mail and to be completed first.
 - b. In-training Module (Evaluation Fee \$50) - evaluator comes to the pool to evaluate your practice**
 - c. In-Competition Module (Evaluation Fee \$50) – evaluator observes your coaching at a competition**
3. The evaluator makes arrangements with the candidate for the actual evaluations. The candidate covers travel costs for the evaluator and pays the fees and travel costs to the evaluator at the start of the evaluation.
4. Upon either successful or unsuccessful attempts at any of the three evaluations, the evaluator must submit results (along with candidate name, date, etc) to Synchro Ontario.

**Candidates will not be asked to pay more than the cost of the evaluation (\$50 per module) plus mileage (round trip) at \$0.40/km. In cases where the mileage exceeds \$50, Synchro Ontario will allow the candidate to submit a video for the In-training evaluation.

