

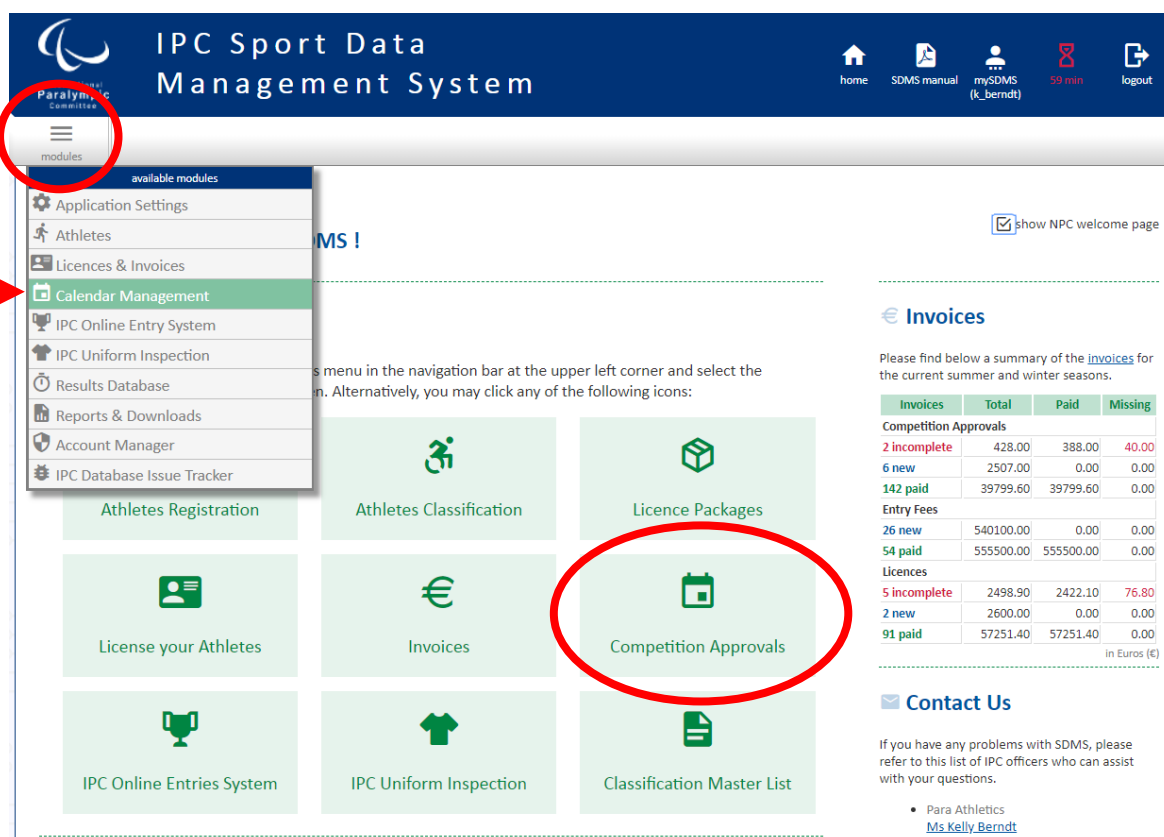
Application for World Para Athletics Competition Approval and Classification Application

World Para Athletics have implemented a process for NPCs/NFs to apply for World Para Athletics Approved International or National Competitions and IAAF/NF Endorsed Competitions via the IPC Sport Data Management System (SDMS). This system will also be used for NPCs to submit an Expression of Interest to host International Classification.

NPCs/NFs will be required to pay a competition approval fee for World Para Athletics Approved International or National Competitions or buy a competition package depending on the number of IAAF/NF Endorsed competitions an NPC/NF wishes to have recognised during that season. This will be done by a process of purchasing ‘credits’ prior to applying for Competition Approval.

1.1 Purchasing Credits

In SDMS, NPCs/NFs can purchase credits under the *Modules --> Calendar Management* tab --> *Approvals --> Credits (World Para Athletics)*. Alternatively, you can choose the *Competition Approvals* button on the home screen and then choose --> *Credits (World Para Athletics)*.



IPC Sport Data Management System

Available modules:

- Application Settings
- Athletes
- Licences & Invoices
- Calendar Management**
- IPC Online Entry System
- IPC Uniform Inspection
- Results Database
- Reports & Downloads
- Account Manager
- IPC Database Issue Tracker

Main Dashboard Buttons:

- Athletes Registration
- Athletes Classification
- Licence Packages
- License your Athletes
- Invoices
- Competition Approvals**
- IPC Online Entries System
- IPC Uniform Inspection
- Classification Master List

Invoices Summary

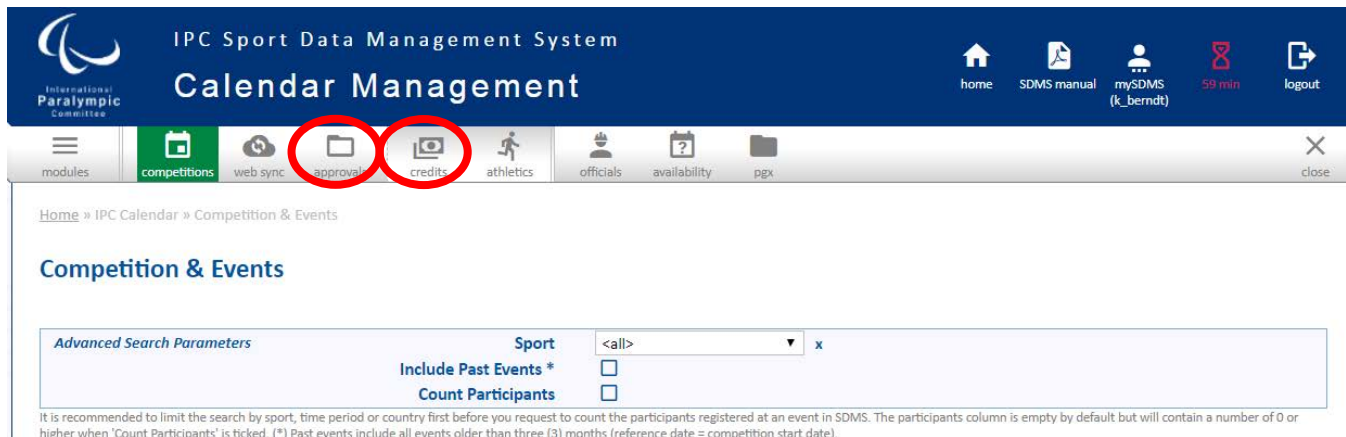
Invoices	Total	Paid	Missing
Competition Approvals			
2 incomplete	428.00	388.00	40.00
6 new	2507.00	0.00	0.00
142 paid	39799.60	39799.60	0.00
Entry Fees			
26 new	540100.00	0.00	0.00
54 paid	555500.00	555500.00	0.00
Licences			
5 incomplete	2498.90	2422.10	76.80
2 new	2600.00	0.00	0.00
91 paid	57251.40	57251.40	0.00

In Euros (€)

Contact Us

If you have any problems with SDMS, please refer to this list of IPC officers who can assist with your questions.

- Para Athletics
Ms Kelly Berndt
- Para Swimming



IPC Sport Data Management System
Calendar Management

Home | SDMS manual | mySDMS (k_berndt) | 59 min | Logout

modules | competitions | web sync | approval | **credits** | athletics | officials | availability | pgx | close

Home » IPC Calendar » Competition & Events

Competition & Events

Advanced Search Parameters

Sport: <all> x

Include Past Events *

Count Participants

It is recommended to limit the search by sport, time period or country first before you request to count the participants registered at an event in SDMS. The participants column is empty by default but will contain a number of 0 or higher when 'Count Participants' is ticked. (*) Past events include all events older than three (3) months (reference date = competition start date).

By selecting 'Add / Purchase Credits', NPCs may purchase credits to an amount of their choice. The minimum available amount is ten credits; whereby the current price per credit is 10€. For example:

Credits	Costs
10 Credits	100€
20 Credits	200€
30 Credits	300€
40 Credits	400€
50 Credits	500€

A VAT identification number may be required by some European countries¹.

Once entering the number of credits, you wish to purchase, please select your correct NPCs/NFs and the invoice recipient as well as the right address. Upon clicking 'save', an invoice will be generated automatically. NPCs/NFs will be required to complete this payment before the credits appear in their account.

¹ If your organization is considered as a taxable person under Title III, articles 9-10 of the Council Directive 2006/112/EC, a VAT identification number is required. If your organization is not considered as a taxable person, 7% German Value Added tax will be added to the invoice.

IPC Sport Data Management System
Calendar Management

Home » IPC Calendar » Competition Approvals » Approval Credits (World Para Athletics) » Purchase Approval Credits

Purchase Approval Credits

[new]

Number of Credits

NPC

Sport

Total Credits between 10 and 999

Fee per Credit x €

Total (excl. tax) = €

Payment

Payment Option via bank transfer


Important Notes
Please make sure that all payments are free of charge for the IPC. Incomplete amounts will not result in payment confirmation in this application. Payment of licence packages is only offered via bank transfer order. If you have problems to transfer money in your country to an account abroad, please contact the IPC finance department (accounts@paralympic.org) to together find an alternative solution.

Invoice Recipient
Please select the address of the invoice recipient from the drop down menu below. If the desired address is not in the list, select '- new address -' in the list and fill out the new details. The new address may be saved in your private address book.

Address of Recipient

Comments

Addresses for invoices can be managed in your personal address book. Click the following icon to open your address book in a separate window.

 address book

Before uploading a competition, the amount of credits a NPC/NF has in their account must be equal to (or exceed) the amount of credits required to pay for the following fees:

Application Fee (Competition Approval)	Cost	Number of Credits
World Para Athletics Approved International or National Competitions	200€	20 Credits



Competition Package (IAAF/NF Competitions)	Cost	Number of Credits
Development (up to 5 Competitions)	Free	0 Credits
Bronze (6-15 Competitions)	300€	30 Credits
Silver (16-30 Competitions)	600€	60 Credits
Gold (31-45 Competitions)	900€	90 Credits
Platinum (Unlimited Competitions)	1200€	120 Credits

For example, if a NPC/NF wishes to apply for two World Para Athletics Approved International or National Competitions, the NPC/NF must ensure they have at least 40 credits (400€) in their account prior to application. If a NPC/NF wishes to apply for seven IAAF/NF Endorsed Competitions, the NPC/NF must ensure they have at least 30 Credits (300€) in their account.

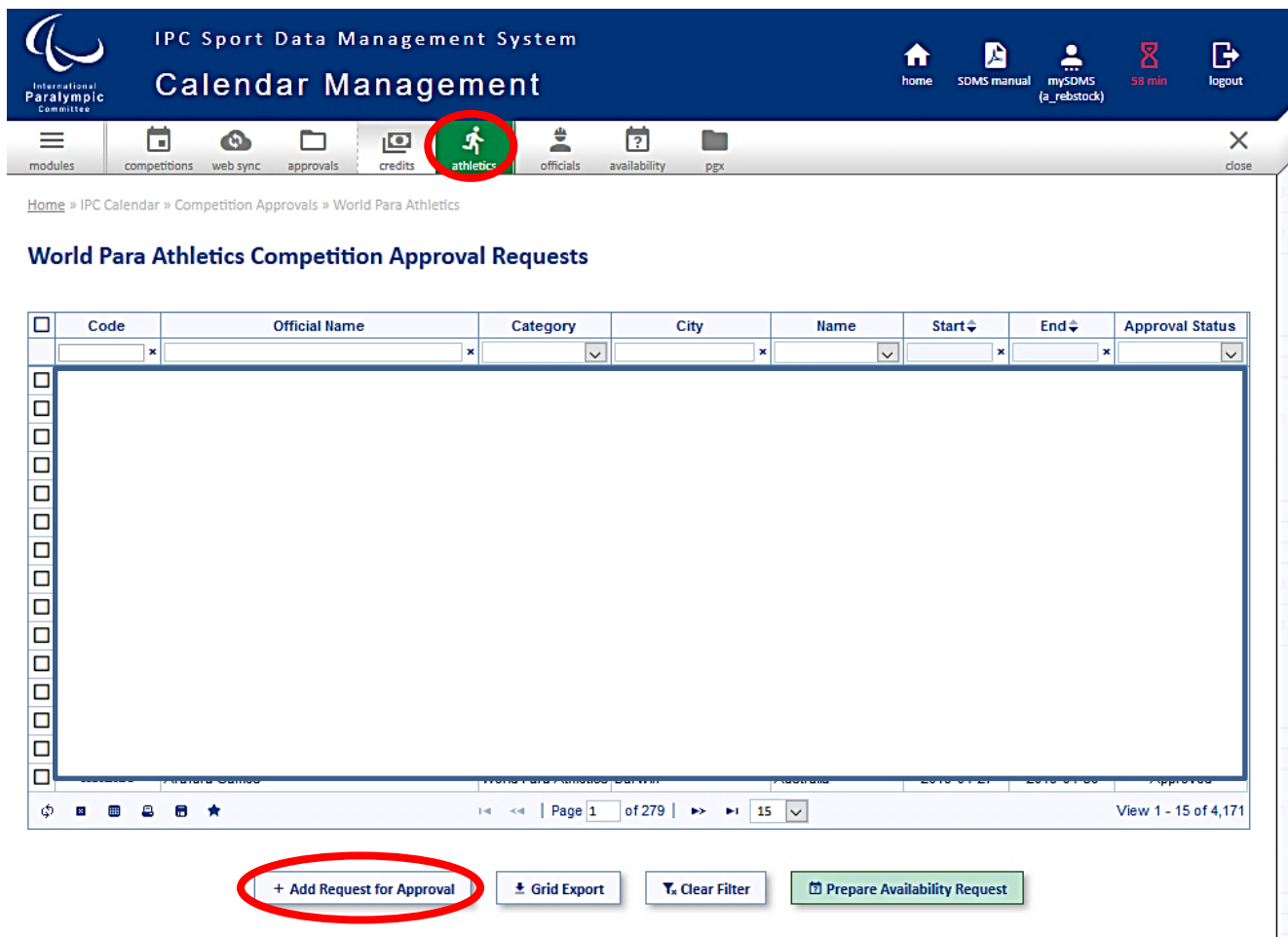
World Para Athletics encourages NPCs/NFs to purchase credits in advance to ensure a competition application is complete within the application deadline (**90 days for World Para Athletics Approved Competitions, 15 days for IAAF/NF Competitions**). Purchasing credits in bulk rather than paying for each competition separately during the season will also significantly reduce the rate of bank transfer fees. If a NPC/NF purchases too many credits for one season, those credits will be carried over to the next season. In the future, IPC aims to extend the use of credits to a number of areas within SDMS to reduce payment transactions.

1.2 Competition Approval

Once a NPC/NF has purchased credits and the invoice has been paid, they may apply for the approval of a competition.

Go to the *Competition Approvals* tab --> *Approvals* --> ***Athletics***.

All applications made by a NPC/NF will appear on the 'Competition Requests' page. Select 'Add Request for Approval' to apply for the approval of a competition.



IPC Sport Data Management System
Calendar Management

Home » IPC Calendar » Competition Approvals » World Para Athletics

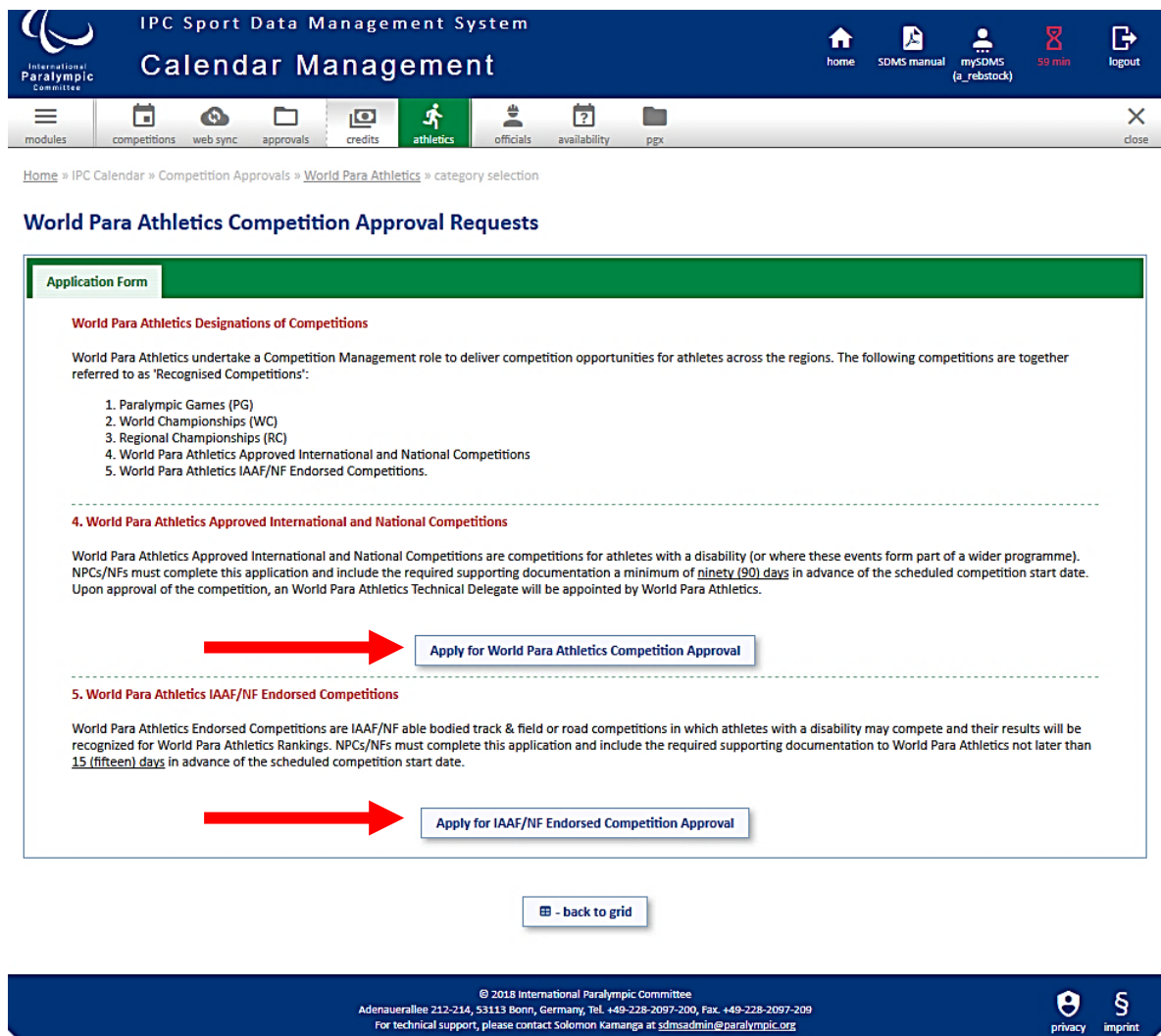
World Para Athletics Competition Approval Requests

<input type="checkbox"/>	Code	Official Name	Category	City	Name	Start	End	Approval Status
<input type="checkbox"/>								

Page 1 of 279 | 15 | View 1 - 15 of 4,171

+ Add Request for Approval | Grid Export | Clear Filter | Prepare Availability Request

The next step is to select the type of competition you wish to apply for; either a World Para Athletics Approved International or National Competition, or an IAAF/NF Endorsed Competition.



IPC Sport Data Management System
Calendar Management

Home » IPC Calendar » Competition Approvals » **World Para Athletics** » category selection

World Para Athletics Competition Approval Requests

Application Form


World Para Athletics Designations of Competitions

World Para Athletics undertake a Competition Management role to deliver competition opportunities for athletes across the regions. The following competitions are together referred to as 'Recognised Competitions':

1. Paralympic Games (PG)
2. World Championships (WC)
3. Regional Championships (RC)
4. World Para Athletics Approved International and National Competitions
5. World Para Athletics IAAF/NF Endorsed Competitions.


4. World Para Athletics Approved International and National Competitions

World Para Athletics Approved International and National Competitions are competitions for athletes with a disability (or where these events form part of a wider programme). NPCs/NFs must complete this application and include the required supporting documentation a minimum of ninety (90) days in advance of the scheduled competition start date. Upon approval of the competition, a World Para Athletics Technical Delegate will be appointed by World Para Athletics.

 [Apply for World Para Athletics Competition Approval](#)

5. World Para Athletics IAAF/NF Endorsed Competitions

World Para Athletics Endorsed Competitions are IAAF/NF able bodied track & field or road competitions in which athletes with a disability may compete and their results will be recognized for World Para Athletics Rankings. NPCs/NFs must complete this application and include the required supporting documentation to World Para Athletics not later than 15 (fifteen) days in advance of the scheduled competition start date.

 [Apply for IAAF/NF Endorsed Competition Approval](#)

[- back to grid](#)

© 2018 International Paralympic Committee
 Adenauerallee 212-214, 53113 Bonn, Germany, Tel. +49-228-2097-200, Fax. +49-228-2097-209
 For technical support, please contact Solomon Kamanga at sdmsadmin@paralympic.org

privacy imprint

1.2.1 World Para Athletics Approved International and National Competitions

By selecting World Para Athletics Approved International and National Competitions, NPCs/NFs will be required to fill in similar information that has been required in previous seasons. This includes information about the competition and venue, classes competing, number of athletes etc. NPCs/NFs will also be required to upload the track certificate here.

Upon completion of the required information, a representative of the respective NPC/NF must verify that, by final submission of the online competition approval form, the information is accurate and truthful. By verifying this information, the NPC/NF agrees that the requirements set out in the application form will be met.

Once submitting the application by clicking save, 20 Credits (200€) will be deducted from the users account.

Please note: The system will not allow you to save the competition until all information has been uploaded. The system will also not allow you to upload competitions outside of the competition application deadlines for the relevant competition.

World Para Athletics will review the application to ensure all required information and documentation have been uploaded.

World Para Athletics > Approval International & National

Application Form

Important Notes

- Application Forms must be submitted to World Para Athletics a minimum of ninety (90) days in advance of the scheduled competition start date.
- Athletes must be licensed prior to the start of the competition to be eligible for the World Para Athletics World Ranking List and World or Regional Records.
- €200 fee per competition will be deducted by World Para Athletics from your purchased credits.

Competition Information

Official Name

Event Dates start - end

City Venue

Country Time Zone

Organiser Information

Organizer Responsible NPC

Contact Name Contact Email

Postal Address

Phone Area City Local Fax Area City Local

Mobile Area City Local

Official Website

* 1/2020
When T20/T20 events are considered for the competition programme, 1500m, Long Jump and Shot Put should be included.

Details

Classes competing 11-13 20* 32-38 40-47/61-64 51-57

Participation open closed by invitation

Estimated Number of Athletes

Indoor/Outdoor Indoor Outdoor

World Para Athletics Personnel
World Para Athletics will select the Technical Delegate

Disciplines

Track & Field

Road

for the competition taking into consideration the availability and region of origin of the potential candidates.

Technical Requirements

- An World Para Athletics certified Technical Delegate must be assigned to the approved competition.
- A certified track certificate (or road course) issued by IAAF/NF must be included for the respective competition venue (or race course).
- All events must be held in accordance with current World Para Athletics Rules and Regulations.
- All events must be officiated by recognised National Technical Officials.
- The events list and schedule must be forwarded to World Para Athletics subsequent to the competition approval.
- All field events must be measured and recorded in metric measurements.
- Automatic timing system is required for 100m, 200m, 400m and 800m.
- 100m, 200m, Long Jump and Triple Jump results must include wind speeds.

Track Certificate

Anti-Doping

- Doping control must be available at competitions for World and Regional records to be considered.
- The doping control programmes are run under the jurisdiction of the National Anti-Doping Organisation (NADO) and as such the national anti-doping rules shall apply, not the IPC Anti-Doping Code.
- It is the responsibility of the NADO (through the appointed doping control officer) to develop a test distribution plan and organise the testing.

Results Management

- All results must be sent to World Para Athletics within two weeks of the competition end date in a specific template that can be found on the World Para Athletics website or downloaded here.

Results Template
Newest version (4.0.0) for World Para Athletics results:

Competition Fee

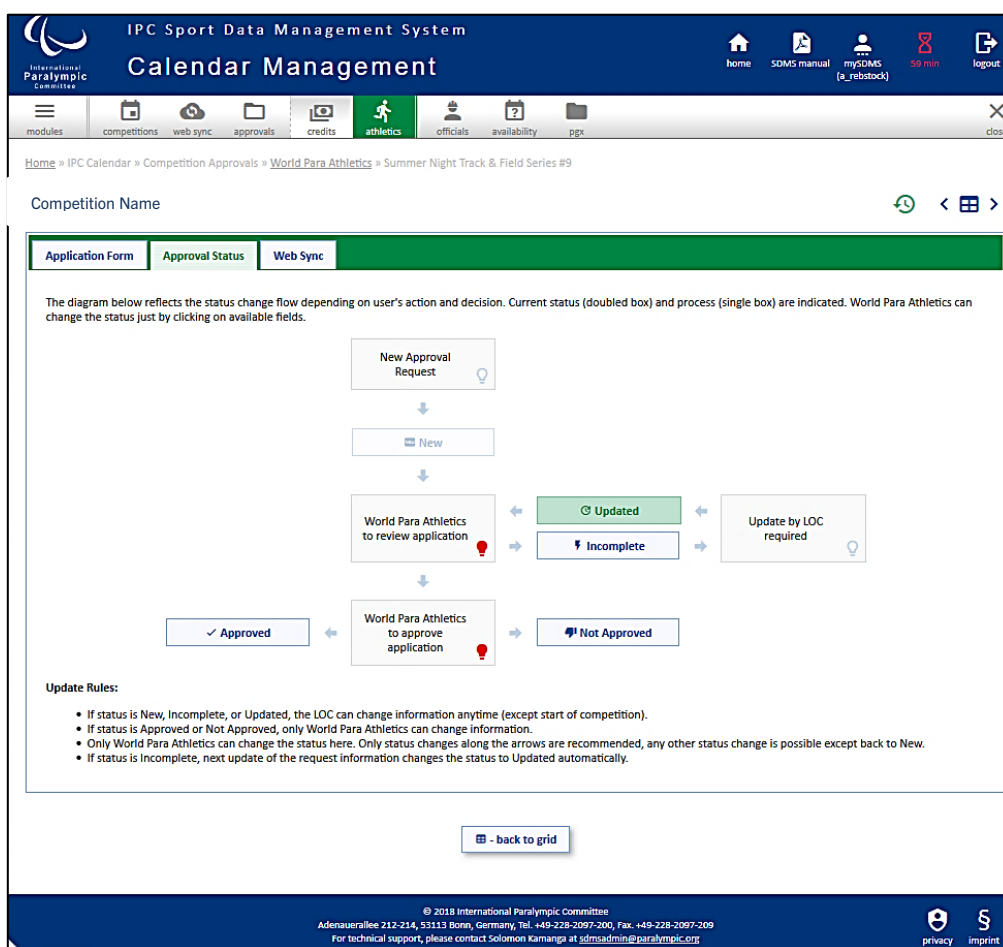
The amount of 20 credits (= 200 €) will be automatically deducted from the pool of approval credits purchased and paid by the responsible NPC as selected above.

Official Verification

from the respective National Paralympic Committee or National Federation representative:

I, (your name), verify that by final submission of this online competition approval form, the aforementioned information is accurate and truthful. I agree the requirements as set out in the application form will be met.

NPCs/NFs can check the status of their application using the tab 'Approval Status'. The competition will remain as 'New' until World Para Athletics have reviewed the application. If World Para Athletics deem the application to be incomplete (missing information, missing track certificate etc.), a message will be sent to the user stating the information that is required and the status of the competition will remain as incomplete until the user has updated the application.



The screenshot shows the 'IPC Sport Data Management System' interface for 'Calendar Management'. The breadcrumb trail is: Home » IPC Calendar » Competition Approvals » World Para Athletics » Summer Night Track & Field Series #9. The 'Approval Status' tab is active, displaying a flow diagram and update rules.

Flow Diagram:

- New Approval Request** (lightbulb icon) leads to **New** (document icon).
- New** leads to **World Para Athletics to review application** (lightbulb icon).
- World Para Athletics to review application** can transition to **Updated** (green box with refresh icon), **Incomplete** (red box with downward arrow), or **World Para Athletics to approve application** (lightbulb icon).
- World Para Athletics to approve application** can transition to **Approved** (checkmark icon) or **Not Approved** (crossed-out document icon).
- Updated** can transition to **World Para Athletics to review application** or **Update by LOC required** (lightbulb icon).
- Incomplete** can transition to **World Para Athletics to review application** or **Update by LOC required**.
- Update by LOC required** leads to **Updated**.

Update Rules:

- If status is New, Incomplete, or Updated, the LOC can change information anytime (except start of competition).
- If status is Approved or Not Approved, only World Para Athletics can change information.
- Only World Para Athletics can change the status here. Only status changes along the arrows are recommended, any other status change is possible except back to New.
- If status is Incomplete, next update of the request information changes the status to Updated automatically.

Buttons: Application Form, Approval Status, Web Sync, back to grid.

Once the update has been made by the NPC/NF and World Para Athletics accept the application, the competition will appear as approved and will be uploaded to the World Para Athletics calendar on the website². Once a competition has been approved, World Para Athletics will appoint a Technical Delegate and the contact person will be informed.

² If a competition application is not approved or is cancelled, World Para Athletics will not return the application fee.

1.2.2 IAAF/NF Endorsed Competitions

By selecting IAAF/NF Endorsed Competitions, NPCs/NFs will be required to fill in similar information that has been required in previous seasons. This includes information about the competition, LOC, and the upload of supporting documents.

Upon completion of the required information, a representative of the NPC/NF (or someone on behalf of the NPC/NF with a letter or endorsement) must verify that the information is accurate and truthful. The application will be submitted by clicking save. World Para Athletics will review the application to ensure all required information and documentation have been uploaded. NPCs/NFs can check the approval status of the competition as explained in the above section (1.2.1).

All NPCs/NFs will be credited with five free IAAF/NF Endorsed Competitions at the beginning of the season as part of the Development Package. Once submitting an application, the package control will appear as 'Development Package: one used, four available', for example. Upon applying for the sixth competition, 30 credits will be deducted from your account (equivalent to the bronze package) meaning you do not need to apply for a package separately. Upon reaching the end of a package and entering a new one (for example applying for your 16th competition), the next package will be deducted from your account. If you do not have enough credits in your account, more credits must be purchased before being able to apply for the approval of a competition³.

Important Notes

a. Notification forms must be submitted to World Para Athletics a minimum of fifteen (15) days in advance of the scheduled competition start date.
 b. Athletes must be licensed prior to the start of the competition to be eligible for the World Para Athletics World Ranking List and World or Regional Records.
 c. All results must be submitted within two (2) weeks after the competition. No result will be accepted if not being submitted in World Para Athletics requested template.

Competition Information

Official Name

Event Dates -

City Venue

Country Time Zone

Organiser Information

Organizer

Contact Name Contact Email

Postal Address

Phone Area City Local Fax Area City Local

Mobile Area City Local

Official Website

Details

Competition Status IAAF Sanctioned NF Sanctioned Indoor/Outdoor Indoor Outdoor

Disciplines Track & Field Road

Supporting Documents or References

Document/ Reference Type(s)
 NPC/NF Endorsement Letter on letterhead (PDF)
 Competition Programme (PDF or website link)
 IAAF Competition Calendar (website link)
 National Competition Calendar (website link)

Endorsement File

Reference Link

Competition Package

Responsible NPC

Package Control Info
 Responsible organisation missing... please select...

NPC/NF Endorsement

from the respective National Paralympic Committee or National Federation representative:

I, (your name), on behalf of the above-mentioned NPC/NF verify the aforementioned information is accurate and truthful. I recognise by withholding information or intentionally submitting inaccuracies the competition approval may be subject to review and the retraction of competition results.

³ If a competition application is not approved or is cancelled, World Para Athletics will not return the application fee.

1.3 Expression of Interest to host International Classification

As classification may only take place at World Para Athletics Approved competitions, the NPC must firstly apply for the approval of the competition where International Classification will take place. Once an application has been made, NPCs may then apply to host International Classification. This can be done by selecting the **Classification Request** tab next to the application form. This tab will only appear once the competition has been uploaded.

Application Form	Classification Request	Approval Status	Web Sync	Invitation Letter(s)																		
<p>World Para Athletics International Classification Evaluation - 2019 Expression of Interest (EOI)</p> <p>Expression of Interest</p> <p><input checked="" type="checkbox"/> Yes, we would like to express our interest to host an World Para Athletics International Classification.</p> <p>Notes & Deadlines</p> <ul style="list-style-type: none"> • 30 September 2018: Deadline for EOI for World Para Athletics International Classification in 2019. • Requests for World Para Athletics International Classification Evaluation cannot be guaranteed. • World Para Athletics will publish International Classification Evaluation opportunities as soon as they are confirmed. <hr/> <p>Sport Classes</p> <p>please mark the applicable boxes listed below and estimate the number of athletes to be classified</p> <table border="0"> <tr> <td>Visual Impairments</td> <td>estimated number of VI athletes to be classified</td> </tr> <tr> <td><input type="checkbox"/> VI (10)</td> <td><input type="text" value=""/></td> </tr> <tr> <td>Physical Impairments</td> <td>estimated number of PI athletes to be classified</td> </tr> <tr> <td><input type="checkbox"/> PI (30,40,50,60)</td> <td><input type="text" value=""/></td> </tr> <tr> <td>Intellectual Impairments</td> <td>estimated number of II athletes to be classified</td> </tr> <tr> <td><input checked="" type="checkbox"/> II (20)</td> <td><input type="text" value="100"/></td> </tr> </table> <hr/> <p>Classification Schedule</p> <p>in conjunction with the competition stated on the application form</p> <table border="0"> <tr> <td>Arrivals</td> <td><input type="text" value="2019-10-10"/></td> </tr> <tr> <td>Classification Dates</td> <td><input type="text" value="2019-10-11 to 2019-10-13"/></td> </tr> <tr> <td>Departures</td> <td><input type="text" value="2019-10-16"/></td> </tr> </table> <hr/> <p>Approval Status ?</p> <p><input type="text" value="New"/></p> <p style="text-align: center;"><input type="button" value="Save"/></p> <p style="text-align: center;"><input type="button" value="back to grid"/></p>					Visual Impairments	estimated number of VI athletes to be classified	<input type="checkbox"/> VI (10)	<input type="text" value=""/>	Physical Impairments	estimated number of PI athletes to be classified	<input type="checkbox"/> PI (30,40,50,60)	<input type="text" value=""/>	Intellectual Impairments	estimated number of II athletes to be classified	<input checked="" type="checkbox"/> II (20)	<input type="text" value="100"/>	Arrivals	<input type="text" value="2019-10-10"/>	Classification Dates	<input type="text" value="2019-10-11 to 2019-10-13"/>	Departures	<input type="text" value="2019-10-16"/>
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Classification Dates	<input type="text" value="2019-10-11 to 2019-10-13"/>																					
Departures	<input type="text" value="2019-10-16"/>																					

NPCs must add the required additional information to request classification, e.g. which type of impairment the NPC is applying for classification, the estimated number of athletes to be classified, and the classification dates. Please ensure athlete numbers are as accurate as possible to allow World Para Athletics to appoint the correct number of panels to that competition.



For all competitions hosted between **January and June**, the application must be received no later than **31 July** in the calendar year preceding the competition, unless WPA agrees otherwise.

For all competitions hosted between **July and December**, the application must be received no later than **15 January** in the same calendar year as the competition, unless WPA agrees otherwise.

World Para Athletics receive a significant amount of interest from NPC/NFs each year requesting to host International Classification. World Para Athletics will review each application received before the deadline and ensure a number of classification opportunities are provided throughout the year in each region. It is therefore not guaranteed that each application will be successful.

If you are interested in hosting WPA International Classification please contact WPA <info@worldparaathletics.org> with a request for the requirements.