

MEMORANDUM

TO: WORLD AQUATICS MEMBERS IN AMERICA

FROM: World Aquatics Office, Lausanne

DATE: 27 February 2024

**RE: World Aquatics Open Water Swimming Certification Course for
Technical Officials
6-7 April 2024 / Montreal, Canada (CAN)**

Dear friends,

We would like to inform you of the following information concerning the organisation of the **World Aquatics Open Water Swimming Certification Course for Technical Officials**, scheduled to be held in Montreal, Canada on 6-7 April 2024.

Course Description

- The World Aquatics Open Water Swimming Certification Courses cater to experienced Open Water Swimming officials who require more in-depth training of skills at an advanced level.
- The courses are designed to prepare and certify highly qualified officials wishing to be on the World Aquatics OWS Lists.

Eligibility

- Candidates must be at least 18 years old.
- Officials who have passed the World Aquatics Open Water Swimming Certification Course exam and have officiated at the required level will be eligible for the World Aquatics OWS Lists.

Registration

- Each National Member Federation may nominate Open Water Swimming officials for this course. All participants must be registered by **12 March 2024** the GMS using your federation login details.
- Please kindly note that the specific discipline of the course must be added to the attendee's GMS profile in order to submit the registration. In addition, the profile must include the following information: personal data, photo, passport copy and the candidate's personal email address. Any application without all the above-mentioned information will be rejected.
- World Aquatics will start approving the registrations once the required number of attendees has been reached (10). The approvals will be done on a first come first served basis, provided that the maximum number of participants (30) has not been reached.
- If you require any assistance with the registration, please contact gms@worldaquatics.com

Please find below the details related to the organisation of this course.

Date: **Arrival:** 5 April 2024

Course: 6-7 April 2024

Departure: 7 April 2024 in the evening or 8 April 2024 in the morning. (Direct communication with Christine Hoddinott (choddinott@swimming.ca) is required for 8 April departure.)

Important Note: World Aquatics makes a reasonable effort to plan and conduct the courses as described in the present document. However, please note that changes, including postponing or cancellation of the World Aquatics courses might take place.

Insurance: Please ensure that your participants' health/travel insurance covers the country of the Course.

Place: Montreal, Canada

Arrival Airport: **Montreal-Trudeau International Airport (YUL)**

Each Member Federation is responsible for the travel expenses. Due to the limited number of spots, we kindly ask you to not book any flight tickets until your participants have been approved.

VISA Support: Please contact the Host Federation (as per contact details below) if you require visa assistance.

Accommodation: Each Member Federation will cover the accommodation expenses of the nominated Open Water Swimming officials.

OFFICIAL HOTEL

Sheraton Montreal Airport Hotel, 555 Bd McMillan, Montréal,

QC H9P 1B7

Single room:

\$225.- USD / per night / no meals

\$350.- USD / per night / Full board

Double room:

\$175.- USD / per night and per person / no meals

\$275.- USD / per night and per person / Full board

Reservations: To make a reservation, please contact the Host Federation (as per contact details below)

Local Transport: Transfers from and to the airport will be provided by Host Federation for those participants accommodated at the official hotel.

In order to organise the local transportation, please provide the participants' flight arrival and departure details to the Host Federation.

Meeting Venue: Sheraton Montreal Airport Hotel, 555 Bd McMillan, Montréal, QC H9P 1B7

Programme: Please find attached the course programme.

Host Federation

Contact: **Christine Hoddinott / Jocelyn Jay**

Email: choddinott@swimming.ca / jjay@swimming.ca

We strongly believe that the World Aquatics Open Water Swimming Certification Course for Technical Officials will powerfully contribute to the improvement of our sport.

For any further details please contact the World Aquatics Office in Lausanne.

Contact Information

World Aquatics Development Unit

Marie Gex-Fabry

Email: marie.gex-fabry@worldaquatics.com

We look forward to receiving your nominations through the GMS **by no later than**
12 March 2024.

Respectfully yours,

Morgane Gaultier

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Senior Manager