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## *New Jersey Cheerleading & Dance Coaches Association*

### **Criteria for NJCDCA Competition Certification**

We encourage competitions to sign up to be an NJCDCA certified competition. It does not matter what score sheet is utilized, as long as your competition is reputable, follows safety rules, and draws NJCDCA competitive teams.

In order to cover administrative costs, the following fee schedule applies to all local competitions that would like to be identified as **NJCDCA Certified Competition**:

- **\$25.00 yearly fee NJCDCA Member Schools (1 Complimentary NJCDCA Competition Certification is included in your Membership fee. Each additional competition you host is \$25)**
- **\$75.00 yearly fee Non-Member Schools/ Companies including County, Conference and Regional Competitions. Fee certifies 1 competition. (Each additional competition you register is \$25)**

The application for registering your competition is on our website at NJCDCA.com and under the tab Competition Certification/ Cheerleading. The application form as well as your enclosed fee must be remitted as soon as possible but no later than one week in advance. NJCDCA Member Schools will just need to remit the application form as your NJCDCA Certified Competition fee is included in your membership.

### **How do points get transmitted to the NJCDCA?**

Each competition that has remitted their fees and has completed the registration form is required to send their final results composite with the rankings and number of teams for each Varsity division only via email to: [kimberly.mcgowan@njcdca.com](mailto:kimberly.mcgowan@njcdca.com) within 1 week of the close of the competition. The only exception will be for competitions held on Feb 22 or 23, 2014 and then results must be submitted within 24 hours (due to the proximity of the date of the State Championship)

If your competition gets cancelled for any reason your check will be refunded in full.

*In addition, once we have received your application and check, we will post your competition on our web site so that all schools are aware that your competition is Certified and eligible for points. You may also promote your competition as NJCDCA certified.*



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**Once your Competition has concluded:**

Each competition that has remitted their fees and has completed the registration form is required to send their final results composite within 1 week of the close of your competition.

Please be sure to send the following information in your email:

1. Name Competition
2. Date of Competition
3. Location of Competition
4. Competition director name
5. Competition director phone number
6. Final results of the competition including all rankings and the number of teams that competed in each Varsity division on that day.

Only send via email to [kimberly.mcgowan@njcdca.com](mailto:kimberly.mcgowan@njcdca.com)

The only exception will be for competitions held on February 22 or 23, 2014 and then results must be submitted within 24 hours (due to the proximity of the date of the State Championship).