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# AGG USA GENERAL MANUAL

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Approved September 22, 2025

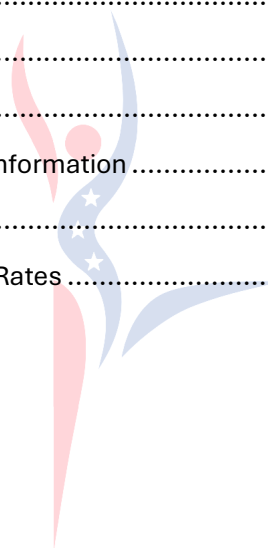
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# Table of Contents

1.	INTRODUCTION .....	5
1.1.	AGG USA Non-Profit Status .....	5
1.2.	AGG USA Membership Status with IFAGG.....	5
1.3.	IFAGG Web page .....	5
1.4.	AGG USA Web page.....	5
1.5.	IFAGG Privacy Policy .....	6
1.6.	Communication with IFAGG or International Federations.....	6
1.7.	Communication with the AGG USA Office or AGG USA Officials .....	6
1.7.1.	AGG USA Communication Protocol .....	6
1.7.2.	Communication via WhatsApp.....	7
2.	AGG USA MEMBERSHIP .....	8
2.1.	Club Membership.....	8
2.2.	Coach Membership .....	8
2.3.	Athlete Membership .....	9
2.3.1.	Junior Membership for Athletes.....	9
2.3.2.	Full Membership for Athletes .....	9
2.4.	Judge Membership .....	10
2.5.	Payment of Membership Fees.....	10
2.6.	Refund of Membership Fees .....	10
2.6.1.	Non-Refundable Clause for International Events .....	11
2.7.	Expenses AGG USA Membership Fees cover .....	11
2.8.	Code of Conduct.....	12
2.9.	AGG USA Disciplinary Protocol .....	12
3.	AGG USA TEAMS.....	13
3.1.	AGG USA Age Categories 4-6 .....	13
3.2.	Age Differences for National-level Competitions.....	13
3.3.	Additional Penalties for AGG USA Competitions .....	14

3.4.	AGG USA Exceptions Forms .....	15
3.5.	Qualification for National Competitions .....	15
3.6.	Registration for National Competitions .....	16
3.7.	Apparel for AGG USA National Competitions .....	16
3.8.	Apparel for Opening and Awards Ceremonies.....	16
3.9.	Podium Training .....	18
3.9.1.	Apparel for Podium Training.....	18
3.10.	AGG USA Gala Performances .....	18
3.11.	Gaining an AGG USA “National Team” Title.....	18
3.12.	Accepting Results at a Competition .....	19
4.	INTERNATIONAL COMPETITIONS AND PROTOCOL .....	20
4.1.	Registering for International Competitions .....	20
4.2.	AGG USA Team International Qualification.....	20
4.2.1.	Season-Specific Qualification Schedule.....	21
4.2.2.	Four Continents Championships .....	21
4.3.	If Unable to Attend a Qualifying Event.....	21
4.4.	International Travel .....	22
4.5.	AGG USA International Booking Fee .....	22
4.6.	Payments and Refunds for International Events .....	23
4.6.1.	Legal Protection and Applicability of U.S. Law.....	23
4.6.2.	International Fiscal Transfers.....	24
4.6.3.	Enforcement of Payments and Refunds for International Events .....	24
4.7.	Transportation at International Competitions .....	24
4.8.	In case of an Emergency Abroad .....	24
4.9.	Apparel for International Competitions .....	25
4.10.	Apparel for Opening and Awards Ceremonies.....	25
4.11.	Apparel for all Podium Trainings.....	25
4.12.	AGG USA Gala Performance at IFAGG International Events .....	26
4.13.	Additional Code of Conduct Regulations at International Events .....	26
4.14.	Other International Protocol Generalities .....	26
4.14.1.	Fundamental Expectations .....	26

4.14.2.	Baggage.....	27
4.14.3.	Bus transfers .....	27
4.14.4.	Host Hotel Protocol.....	28
4.14.4.	Athlete Supervision Protocol.....	28
4.14.5.	Coach Expectations .....	29
4.14.6.	Club Owner Expectations .....	29
4.14.7.	Parental Expectations .....	29
4.14.8.	Meals at International Competitions .....	30
4.14.9.	Gifts .....	30
4.14.10.	Problem Solving Protocol.....	30
4.15.	Changing of Choreography .....	31
5.	ADDITIONAL INFORMATION.....	32
4.1.	AGG USA Photo Policy.....	32
4.2.	AGG USA Official Photographer Information .....	32
4.3.	Contact Information .....	33
4.4.	AGG USA Official Choreography Rates .....	33



# 1. INTRODUCTION

## **1.1. AGG USA Non-Profit Status**

AGG USA is a federally recognized 501(c)(3) not-for-profit company dedicated to growing the sport of Aesthetic Group Gymnastics in America. AGG USA is the accredited American Federation for Aesthetic Group Gymnastics and is the National Governing Body for the sport. It operates under the international patronage of IFAGG, the international governing body for Aesthetic Group Gymnastics.

## **1.2. AGG USA Membership Status with IFAGG**

AGG USA is registered as an A-member of the IFAGG Federation. As an A-member, AGG USA has the following responsibilities and rights:

- The responsibility of having five votes in the Annual IFAGG General Assembly.
- The right to participate in IFAGG events.
- The responsibility of being the sole IFAGG A-member entity representing the United States of America.

Only American teams that are registered with AGG USA may participate in IFAGG events, with proper qualification (see “Participating in International Competitions”). More information regarding the IFAGG membership of AGG USA can be found [here](#).

## **1.3. IFAGG Web page**

IFAGG’s website can be accessed [here](#).

## **1.4. AGG USA Web page**

AGG USA regularly updates its website with information regarding rules, events, photos, and more. Visit the official AGG USA website [here](#).

### **1.5. IFAGG Privacy Policy**

AGG USA works to follow IFAGG's Privacy Policy which is available [here](#).

### **1.6. Communication with IFAGG or International Federations**

Individual AGG USA club, coach, and athlete members are not permitted to communicate with IFAGG or other international federations for AGG. This includes contacting any international choreographers or coaches of other federations regarding choreography, routine reviews, or masterclasses. All communications with these entities must be done through the AGG USA Federation Office.

### **1.7. Communication with the AGG USA Office or AGG USA Officials**

All official communications with the AGG USA Office, AGG USA President, AGG USA Vice President, AGG USA Technical Committee, AGG USA Ethical Committee, etc. must be done via email.

#### **1.7.1. AGG USA Communication Protocol**

The Federation will accept official communications only from the following individuals:

- ∞ Owners or officially designated representatives of registered clubs
- ∞ Coaches affiliated with a registered club and recognized by the Federation

Parents or other private individuals are not permitted to contact the Federation directly. Any inquiries from parents must be directed to their club's representative or coach, who may then formally contact the Federation if appropriate.

Official communications must be submitted via email to the Federation's official email address.

To be considered valid, emails must meet the following criteria:

- ∞ Be sent from the email address of an officially registered club representative or coach
- ∞ Include the full name of the club, the sender's full name and role (e.g., owner, head coach), the individual's contact information, and a clear and concise description of the inquiry or request

Messages that do not meet these requirements will not be reviewed or responded to.

The Federation will review and respond to official communications within three (3) business days of receipt.

- ∞ If additional time is required, the Federation will notify the sender and provide an estimated date for response.
- ∞ Requests involving urgent organizational matters may be prioritized at the Federation's discretion.

All communications and responses may be documented and archived by the Federation.

The Federation handles any personal, sensitive, or confidential information in accordance with applicable California privacy laws, including the California Consumer Privacy Act (CCPA), and IRS best practices for nonprofit recordkeeping.

### **1.7.2.      *Communication via WhatsApp***

WhatsApp group chats are made specifically for communication regarding the preparation for a competition, or as a quick method for communication during the competition. There are also general WhatsApp chats made as a means to provide announcements and reminders to all members or all judges. Outside of those circumstances, WhatsApp should not be used to communicate directly with the AGG USA Federation.

Remember that the AGG USA Ethical code is also applicable on social media and messaging platforms. AGG USA members are expected to uphold the ideals of sportsmanship, responsibility, and good faith at all times.

AGG USA WhatsApp chats are not a platform for open discussions, but rather a method for quick communications between federation members, competition organizers, and participants. All participants are to keep all responses minimal, quick, and succinct.

## 2. AGG USA MEMBERSHIP

AGG USA offers four types of membership: Full Membership, Junior Membership, Club Membership, and Judge Membership. All memberships are valid until December 31<sup>st</sup> of the year in which they are paid. All memberships must be paid for by December 20<sup>th</sup> of the year prior to the start of the season. An additional late fee of \$25 per athlete, club, or coach membership will be applied to payments made after December 5<sup>th</sup>.

### **2.1. Club Membership**

All clubs that wish to participate in AGG USA in any way must obtain Club Membership. The benefits of club membership are as follows:

- Club members will be included in the AGG USA member email list
- Club members may attend all AGG USA educational courses
- Club members will be given a Google Drive link which includes other instructional videos to assist in the development of AGG, including recordings of previous courses
- Club members can email questions to the technical committee regarding routine composition or any other technical matter of AGG
- Club members are expected to abide by AGG USA and IFAGG regulations, statutes, code of conduct, and protocol
- Compete as a team representing the United States of America
- Opportunity to compete on behalf of the United States of America at international competitions

Club membership fee is **\$300** per season.

### **2.2. Coach Membership**

All coaches that wish to participate in any AGG USA or IFAGG events must obtain Coach Membership. The benefits of coaches' membership are as follows:

- Coaches will be included in the AGG USA member email list
- Coaches may attend all AGG USA educational courses
- Coaches receive AGG USA track suits and apparel (if their team(s) qualify to compete internationally)
- Coaches will be given a Google Drive link which includes other instructional videos to assist in the development of AGG, including recordings of previous courses
- Coaches can email questions to the technical committee regarding routine composition or any other technical matter of AGG. If coaches would like to do a routine review they need to email the AGG USA Federation Office. Coaches are not permitted to contact judges directly.

- Coaches are expected to abide by AGG USA and IFAGG regulations, statutes, code of conduct, and protocol
- Full IFAGG Coach Membership

#### **Coach Membership Fees:**

- \$175 for the first coach.
- \$50 for a second coach, if applicable.
- \$25 for a third coach, if applicable.

If the first coach is the club owner, they are exempt from paying an additional coach membership fee.

### **2.3. Athlete Membership**

AGG USA offers two types of membership for its athletes: Full and Junior. Full membership is valid for the entire AGG season from January 1<sup>th</sup> to December 31<sup>st</sup>. Junior Membership is only valid from May 1<sup>st</sup> to December 31<sup>st</sup> of that same season.

#### **2.3.1. Junior Membership for Athletes**

The benefits of junior membership for athletes are as follows:

- All benefits associated with Club membership.
- Allows teams to participate in all AGG USA exhibitions, events, and competitions held after May 1<sup>st</sup>.
- Allows teams to participate in IFAGG events held after May 1<sup>st</sup>, assuming athletes follow the proper qualification protocol.

Junior Membership fee for athletes is \$80 per athlete per season.

#### **2.3.2. Full Membership for Athletes**

The benefits of full membership for athletes are as follows:

- All benefits associated with Junior Membership
- Allows teams to participate in all AGG USA national competitions held at any point in the season

- Allows teams to participate in all international AGG competitions and events after qualification at an approved AGG USA competitive event (teams must inform AGG USA ahead of time via an international request form)
- Full IFAGG Gymnast membership

Full Membership fee for athletes is **\$140** per athlete per season.

#### **2.4. Judge Membership**

AGG USA has both national and internationally recognized judges, ranked from Levels 1 to 5. Please see the following documents to view the following information:

- Judge Membership Fees
- AGG USA Judge Qualification Levels
- How to become an AGG USA judge
- How judges are selected for assignments
- Assignment protocol
- Routine Review process
- Disqualification from judging procedure

The AGG USA Membership fee for IFAGG certified judges is **\$175** per judge for two seasons.

The AGG USA Membership fee for National-only judges is **\$175** per judge per season.

Upon becoming an official AGG USA judge, judges will receive an official AGG USA track suit.

#### **2.5. Payment of Membership Fees**

Dues must be paid either by check or via Zelle to AGG USA by December 5<sup>th</sup> of the year prior to the competition season. There will be a late fee penalty of \$25 per EACH late membership if the deadline is missing.

Note: If a member has multiple roles, (i.e. is a coach and a gymnast, or a judge and a coach), they only need to pay for one membership.

#### **2.6. Refund of Membership Fees**

Generally, expenses paid to the AGG USA Federation are non-refundable. This includes any AGG USA sanctioned competitions, courses, routine reviews, and other events. This also includes any international fees for registration, hotel, transfer, and gala performances.

In case of the death of a relative, serious injury, or if an athlete moves out of the state/country (to a location that does not have another AGG USA club nearby), membership may be refunded. This clause applies only to athletes or coaches' memberships; club membership fees are non-refundable.

Membership fees are refundable only if the athlete or coach has not participated in any AGG USA or IFAGG competitions. Judge membership fees are non-refundable under all circumstances.

### ***2.6.1. Non-Refundable Clause for International Events***

All international competition participation fees, including but not limited to registration, accommodation, transfers, gala, and delegation coordination, are strictly non-refundable once payment has been received by AGG USA Federation. These payments are not considered a commercial service, but an administrative transfer on behalf of participating clubs and athletes to foreign event organizers.

AGG USA Federation acts solely as a nonprofit intermediary and does not retain or control these funds once they have been transmitted to the international organizing committee. Refunds are only possible in cases where the international organizer cancels the event and authorizes refunds to all delegations.

Withdrawals initiated by athletes, parents, or clubs — for any reason — do not qualify for refunds, regardless of whether the athlete ultimately participates in the event.

### ***2.7. Expenses AGG USA Membership Fees cover***

Below are some of the expenses that AGG USA covers using money gained from its membership fees:

- ∞ IFAGG Judge Licenses
- ∞ IFAGG Coach Licenses
- ∞ IFAGG Athlete Licenses
- ∞ Bank fees
- ∞ Liability insurance
- ∞ Storage Fees
- ∞ Office expenses
- ∞ Box office
- ∞ KSIS service fees
- ∞ Website upkeep
- ∞ Annual maintenance website fees
- ∞ Complimentary apparel for international athletes
- ∞ Compensation for AGG USA staff

## **2.8. Code of Conduct**

All AGG USA Members are expected to abide by the AGG USA Code of Conduct and the IFAGG Code of Ethics. Any violation of these documents will result in disciplinary action in accordance with the AGG USA Grievance Procedure.

[AGG USA Code of Conduct for athletes](#)

[AGG USA Code of Conduct for Clubs and Coaches](#)

[AGG USA Code of Conduct for Parents](#)

[IFAGG Code of Ethics](#)

[IFAGG Disciplinary Rules](#)

## **2.9. AGG USA Disciplinary Protocol**

Any member that is found to violate any of AGG USA's rules will receive disciplinary action. The course of action for individuals who violate these rules are as follows:

1. Upon the first violation of these rules, the AGG USA member will receive an email warning with an expected response.
2. Upon the second violation of these rules, the AGG USA member will receive notice of a probationary period to last one year from the date of acknowledgment. During probation, if the individual AGG USA member is found to have violated any AGG USA or IFAGG rules, they will be suspended for a year. This probation is also extended to other AGG USA members that are directly affiliated with the individual on probation, such as members of the same club. Once an individual is placed on probation, they are permanently ineligible for the AGG USA judge qualification process.
3. Upon the third violation of these rules, the AGG USA member will be suspended for one year from the date of acknowledgement. In addition to this, the individual must pay a \$1,000 penalty fee to the AGG USA Federation, alongside the applicable registration fees, upon re-registering as a member of the federation.

## 3. AGG USA TEAMS

All AGG USA teams are expected to abide by the official IFAGG General Competition Rules found [here](#). In addition to these rules, AGG USA has created the following regulations in order to further support the sport of Aesthetic Group Gymnastics in the USA.

### **3.1. AGG USA Age Categories 4-6**

To make AGG more accessible to all gymnasts, AGG USA provides two additional age categories of 4-6 and 6-8. The 6-8 rules will always be identical to the IFAGG 8-10 rules.

The 4-6 rules are determined by the AGG USA Technical Committee. The 4-6 rules are available to view [here](#). Keep in mind that the AGG USA 4-6 Age Category Free Program Rules are not recognized outside of the United States.

When participating in AGG USA events, the 4-6 age category will not be awarded in places, rather each team will receive a participation award. This age category will receive direct feedback from the judges post-competition in order to improve their routines, however scores will not be published during or after the event.

### **3.2. Age Differences for National-level Competitions**

As per IFAGG rules, at most, two gymnasts may be out of the age range of an age category by one year. To encourage the participation of as many teams as follows, AGG USA has a less restrictive age category limit for its national-level competitions only. The following table is an example taken from the [4-6 age AGG USA rulebook](#):

Exceptions can be made to allow the formation of teams that would otherwise not be able to compete. These exceptions must abide by the following criteria:

Number of Gymnasts in the Group	Exceptions and Explanation
4 gymnasts	There may be up to two exceptions in this group. One may differ from the standard ages by two years, and the other by one year.
5 gymnasts	There may be up to two exceptions in this group. One may differ from the standard ages by two years, and the other by one year.

6 gymnasts or more	<p>There may be up to three exceptions in these groups.</p> <p>If there are only two exceptions, one may differ from the standard ages by two years, and the other by one year.</p> <p>If there are three exceptions, two of the exceptions may differ from the standard ages by two years, as long as the third exception only differs from the standard ages by one year and is on the other side of the age category limitations.</p> <p>If two of the exceptions differ from the standard ages by one year, the third exception may differ from the standard ages by at most two years.</p> <p>It is acceptable if all exceptions only differ from the standard ages by one year.</p>
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Keep in mind that programs that include the extended age categories and compete in international competitions will be penalized for not following the IFAGG age category rules. If a team is unsure about their compliance with age category regulations, the team may direct their inquiries to the AGG USA Office for clarification.

### 3.3. *Additional Penalties for AGG USA Competitions*

PENALTY	POINT VALUE	DESCRIPTION
<b>EXCESSIVE NOISE IN WARM-UP AREA</b>	-0.5	Teams are not permitted to make excessive noise in the warm-up area, including playing music, cheering excessively for other teams, yelling to one another, etc. especially if another team has begun their program.
<b>WARM-UP TIMING</b>	-0.5	If a team shows up to the warm-up area when it is not their specified time, they will be applied to their next performance.

<b>WALK ON THE CARPET</b>	-0.5	If a team stops at the edge of the carpet when walking on, makes excessive movement, adds any special chants or dances on their way to their opening pose, this penalty will be applied. Teams must walk from the warm-up area, through the arch, to their opening pose in a swift and continuous manner.
<b>PODIUM TRAINING ATTIRE</b>	-0.5	Teams may wear any color fitted top and legging combination for podium training. International teams should wear a black unitard for podium training. Teams wearing sports bras and shorts will receive this penalty.

### **3.4. AGG USA Exceptions Forms**

AGG USA is aware that unexpected circumstances may occur for teams from time to time. For this reason, AGG USA permits the use of an exception form once per season, allowing teams to avoid receiving a penalty once per season for NATIONAL-LEVEL EVENTS ONLY.

To further specify, these exception forms are only valid for American teams participating in national-level events in the United States and are not applicable for any foreign team or in any competition that is open to international participation.

All exception forms must be submitted in-person to the AGG USA President prior to the podium training of the applicable competition.

More information about AGG USA's exception forms can be found [here](#).

### **3.5. Qualification for National Competitions**

The AGG USA qualification system ensures that all teams representing the United States demonstrate consistency, readiness, and commitment throughout the competitive year. To see this season's international qualification events and AGG USA National Competitions, see the appendix to the general manual [here](#).

Teams in the 4-6 age category are exempt from the qualification requirements for AGG USA competitions. The same exemption may apply to teams in the 6-8 age category, as long as they do not intend to compete internationally that season. Teams in the 6-8 age category that intend to compete internationally must follow all the qualification requirements, as participation in all required national events is essential for eligibility to represent AGG USA internationally. All other age categories have no exceptions.

Teams from new clubs that join AGG USA during a season's competition calendar must follow the proper qualification system from the start of their membership with AGG USA until the end of the season. If teams that fall into this category (teams from new clubs/newly formed teams that join mid-season) are interested in travelling internationally, then they are limited to international competitions that are not listed on the official IFAGG Calendar of Events (i.e. international tournaments only).

If a team does not participate in any of the national-level qualification events throughout the season, they may not participate in the remaining events of the AGG USA calendar season. For example, if a team does not participate in the AGG USA West Coast Cup, they may not participate in any of the following AGG USA events, including the AGG USA National Championship, the AGG USA Open Cup, the AGG USA Challenge Championships, or the AGG USA Autumn Cup.

### **3.6.        *Registration for National Competitions***

AGG USA teams are expected to follow the different registration protocols for national and international competitions.

The standard registration rate for AGG USA sanctioned competitions is \$95 per athlete, which will include a performance in both the Preliminary and Final rounds. All registration fees are NON REFUNDABLE.

Teams must register for National competitions on KSIS via the LOC's invitation. LOCs are required to state all competition requirements in their invitations, but clubs are responsible for ensuring that all required information is submitted before registration deadlines.

### **3.7.        *Apparel for AGG USA National Competitions***

Athletes are recommended to wear apparel that was provided by AGG USA for all AGG USA events. If a team does not wish to wear the apparel provided by AGG USA, they must obtain their own apparel of an identical likeness and follow the proper attire requirements for each event.

### **3.8.        *Apparel for Opening and Awards Ceremonies***

During the opening ceremony of any event, teams must wear their warmup suit and toe shoes. Teams will be notified by the AGG USA office whether or not they are permitted to wear their International Team Suits (for children) or National Team suits (for juniors/seniors) if applicable. Teams should also bring their Team Flag to be carried in the proper fashion during the ceremony.

During the awards ceremony of any event, all athletes should be in their leotards/unitards, with their toe shoes on. Teams should also bring their Team Flag to be carried in the proper fashion during the ceremony.

During the opening ceremony the team should carry their flag in the following fashion, with the last athlete carrying the flag:



The above image also represents how the flag should be carried when marching in during the awards ceremony. When standing in line during the awards ceremony, teams should adjust how they are holding their flag in order to follow the following position:



← Correct

← Not correct

At no point should the flag either touch the floor or be draped around one's shoulders. Remember that the American flag is a respected symbol, to it is imperative that it is treated with the proper courtesy.

Note: It is important that all athletes know the lyrics of the national anthem, and that they sing along to the national anthem when it is played at either the opening or awards ceremonies.

### **3.9. Podium Training**

All teams are required to participate in podium training if it is scheduled. If a team does not participate in podium training they will be disqualified with no possibility of refund.

#### **3.9.1. Apparel for Podium Training**

For both National and International podium trainings at AGG USA events, children's teams are not required, but welcome to wear black unitards. If a children's team opts not to wear a unitard, they must wear identical black leggings and identical, non-cropped, tight-fitting tops. Under no circumstances should teams complete podium training in a crop top, loose shirt, or sports bra as their top. Junior and Senior teams are required to wear black unitards.

### **3.10. AGG USA Gala Performances**

During AGG USA National Events, teams may have the opportunity to perform a routine for the gala. Gala performances are not judged, and do not have to adhere to standard AGG rules; however, all gala routines must be approved by the federation before the event to ensure that the music and material is appropriate.

If a team wishes to perform at the gala, [this form](#) must be filled out 6 weeks prior to the event and submitted for review by the federation.

### **3.11. Gaining an AGG USA "National Team" Title**

National Teams will be declared each year at the conclusion of the Challenge Championships. The title will be valid until the following Challenge Championships, provided that the team doesn't change more than 30% of its members. A maximum of 3 teams in Junior and 3 teams in Senior Categories will be declared 'National Team'. To be considered for the National Team Selection process, athletes need to meet the IFAGG Requirements for age and citizenship.

Children's age categories do not receive a national team title; however, children's categories may receive the "AGG USA International Children's Team" and are required to purchase a team suit for \$130 per person. This suit is only available for athletes that intend to compete internationally. These suits may be used for more than one season, as long as the athlete still competes internationally.

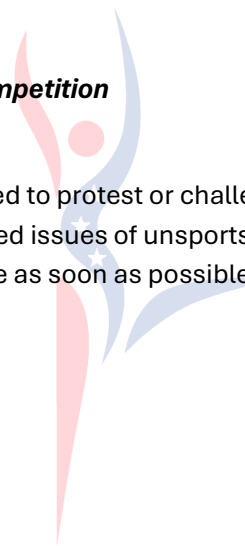
All titles will be awarded at the Autumn Challenge Championships.

Selection Criteria:

1. A minimum of 13 points for the short program and 19 points for the long program average final scores from National Championships and the September/Challenge Championship Fall Cup have to be met by the teams.
2. If the team has both a short and long program routine, the AGG USA Technical Committee and the AGG USA judges will decide which routine should be performed on the international stage. This decision will be sent via email within three business days after the conclusion of the qualifying event.

### **3.12.      *Accepting Results at a Competition***

According to IFAGG rules, no team is allowed to protest or challenge the results given at a competition. All scores are final. If there are any suspected issues of unsportsmanlike conduct, they must be reported to the AGG USA Ethical Committee as soon as possible after the incident occurs.



## 4. INTERNATIONAL COMPETITIONS AND PROTOCOL

### **4.1.        *Registering for International Competitions***

All teams interested in participating in international competitions must submit an AGG USA International Request Form by November 1<sup>st</sup> prior to the start of the season.

AGG USA is responsible for registering American teams for IFAGG events and competitions. Clubs, teams, judges, and coaches are not permitted to register themselves for IFAGG events. Teams are not allowed to compete internationally unless they meet the international qualification requirements listed [below](#).

All teams that are interested in competing internationally must submit their rosters to the AGG USA Office by November 1<sup>st</sup> of the preceding season. Membership fees are due on December 20<sup>th</sup> of the preceding year, and after that athletes, coaches, clubs, and judges will incur a late fee of \$25 per missing membership.

The following documents must be submitted to the AGG USA Office at least six weeks prior to the registration deadline for the international event. Only teams that have qualified may be registered for international competitions.

1. AGG USA National Team Contract
2. AGG USA Travel Consent Form
3. AGG USA Hotel Waiver

### **4.2.        *AGG USA Team International Qualification***

International Level Athlete is an honorary title given to athletes in Children Categories who demonstrate high skill level, ethics and dedication. The title is awarded annually at the conclusion of all National events to those athletes who meet the following criteria:

1. To achieve International Level status, athletes need to meet the IFAGG Requirements for age.
2. A minimum of 13 points for any children's program, 13 points for a junior/senior short program, or 19 points for a junior/senior long program must be achieved as an average of a team's scores at an AGG USA qualifying event.
3. The top four, in no particular order, will qualify for events in Canada and Mexico. For competitions held in Mexico and Canada, there is no minimum qualifying score requirement.

Once a team qualifies for international competition, their team and program may not be altered for their international events. This means that the number of gymnasts, choreography, and age category must remain unchanged, and should be the same as was presented at the AGG USA qualifying event.

Choreography and the number of athletes cannot be changed. If there are any changes to a team's roster, the team must requalify with the new roster at an AGG USA qualifying event before participating in an international event.

Note: There is an exception to the no-changes requirement after a qualifying event only for competitions occurring in Mexico and Canada. Teams that qualify for competitions that are being held in those countries may change the number of gymnasts or choreography of that program in between the qualifying event and that competition. There are no exceptions for all other countries.

#### **4.2.1.            *Season-Specific Qualification Schedule***

The AGG USA international qualification events are based on the season's IFAGG events calendar. To view this season's qualification schedule, please refer to the Appendix on the [AGG USA website](#).

#### **4.2.2.            *Four Continents Championships***

- ∞ Held every two years, this is the most important continental competition for North America.
- ∞ Teams must attend the Four Continents in order to qualify for the IFAGG World Championships of that season.
- ∞ All teams that intend to compete internationally at any point during the 2027 season are obliged to attend the Four Continents Championship of that year.

#### **4.3.            *If Unable to Attend a Qualifying Event***

Complete accordance to the AGG USA Qualification schedule is required for any team that wishes to attend the IFAGG World Cup IV, the IFAGG Challenge Cup IV, the IFAGG Grand Prix, the IFAGG Children Championships, the IFAGG World Championships, or any of their associated B-category international competitions.

Teams that have the intention of participating in each competition must attend each of the qualifying events. If a specific team member is unable to attend a qualifying event, they must [submit a petition](#) to the AGG USA Office so that the AGG USA Technical Committee may review the circumstances at least four weeks prior to the qualifying event. AGG USA will send a response via email within five business days.

If a team is obliged to attend the Four Continents Championships and is unable to attend, they must notify the AGG USA Office by January 1<sup>st</sup> of that season.

#### **4.4. International Travel**

At this time all international trips are self-funded by the traveling teams.

If teams choose not to stay in the host hotel for international competitions, AGG USA is not responsible for them for the entire duration of their stay and travel, including transfers from the international airport to the hotel and vice versa.

Parents are responsible for transporting their own children to and from the airport they are departing from in the United States.

AGG USA can include parents in the booking of accommodations and transportation as chaperones up until the youngest athlete on the team reaches 11-years-old. After the youngest team member turns 12-years-old, parents must make their own hotel and transfer arrangements for themselves. If any parent wishes to stay with the delegation, they may request to do so by emailing the AGG USA Office.

If a parent initially plans to stay with the delegation but wishes to cancel their reservation, there will be a penalty of €100. Reservations cannot be canceled less than thirty days prior to the departure date for the international event.

All athletes must have travel insurance when competing internationally. AGG USA will be not responsible for assisting athletes/coaches/club owners with the visa application process or the supporting documents involved if they are not staying in the host hotel.

##### **4.2.1. Travel of Reserve Gymnasts**

At most as a Federation, AGG USA may only bring three reserve gymnasts, also known as alternates, to any international event regardless of how many teams or total gymnasts are attending said event.

Reserve gymnasts must cover 100% of their share of expenses for their coach expenses (including accommodations, meals, transportation, etc.) but are only obligated to cover 50% of the share regarding coaching fees.

#### **4.5. AGG USA International Booking Fee**

AGGUSA is responsible for registering all USA teams for international events, as well as for booking hotels and transfers. AGG USA is not responsible for providing any meals to international teams. Teams are not required to stay in the host accommodation and have the option to stay in an alternate location and arrange their own transfers; however, AGGUSA encourages teams to stay at the host accommodation in order to stay united as one delegation. If a team chooses to stay at a different accommodation, AGGUSA will not be responsible for any issues that may arise due to the alternate accommodation and transfer.

Note: Some competitions require that participants stay in the host hotel.

The AGG USA International Booking Fee is a percentage fee that varies based on the location of the international event. Booking fees are divided as follows:

AGG USA INTERNATIONAL BOOKING FEE RATES	
MEXICO	10%
CANADA	10%
EUROPE	10%
ASIA	10%
OCEANIA	10%
SOUTH AMERICA	10%
AFRICA	10%

#### **4.6. *Payments and Refunds for International Events***

AGG USA Federation is not a direct provider of services, including lodging, transportation, or competition participation. The Federation acts solely as a nonprofit intermediary, coordinating payments from U.S. teams to foreign organizing committees via official international banking channels.

All payments issued to AGG USA Federation are received solely as an intermediary on behalf of the foreign organizing committee. The issuance of a check to AGG USA Federation does not make the Federation a direct provider of services, and the funds are transferred immediately to the foreign organizer via official international banking channels. AGG USA Federation has no authority to use, retain, or refund these funds, except in cases where the foreign organizer cancels the event. Any claims regarding non-provision of services or exclusion from participation do not alter the non-refundable status of these payments.

All payments are non-refundable once received and are subject to the terms and conditions of the foreign organizing committee.

##### **4.6.1. *Legal Protection and Applicability of U.S. Law***

AGG USA Federation does not assume liability for actions of the foreign organizer and is not subject to U.S. B2C consumer protection laws, including 15 U.S.C. §45 (Federal Trade Commission Act).

All U.S. court claims attempting to challenge transfers or seek refunds will be deemed without merit and legally unenforceable.

#### **4.6.2.            *International Fiscal Transfers***

All parent payments are transferred directly to the foreign organizing committee through official banking channels.

AGG USA Federation does not retain, use, or have authority to refund these funds, except in cases where the foreign organizer cancels the event.

Any disputes related to these funds fall under the jurisdiction of the foreign organizing committee, and the Federation acts solely as an intermediary.

#### **4.6.3.            *Enforcement of Payments and Refunds for International Events***

By submitting payment through a club, parents and participants acknowledge and accept all conditions outlined in this Manual, including non-refundable payments and intermediary roles.

Any attempts to bypass the club or directly contact AGG USA Federation will not constitute a legal request and will not be entertained.

#### **4.7.                *Transportation at International Competitions***

At international competitions, AGG USA or the local organizing committee organizes transfers between the airport, the hotel, and the competition venue. At international competitions, no parents are allowed to communicate to the head of delegation of bus drivers directly. All communication regarding transfers must be done through coaches or club owners. No parent can tell the bus driver where to go or when to go.

If a team does not wish to take a scheduled bus, the coach or club owner must communicate on the event group chat no less than 24 hours prior to the scheduled time of the initial ride.

#### **4.8.                *In case of an Emergency Abroad***

If a force majeure event occurs (natural disasters, political events, health crises, technological failures, family obligations, etc.) during an international event, they must be communicated to the Head of the

Delegation for Team USA via the head coach or club owner. For the sake of clarity and order in these situations, parents should refrain from directly contacting the AGG USA Office or Head of Delegation.

#### **4.9.        *Apparel for International Competitions***

All teams should have enough matching team apparel for cold and warm weather, depending on the international destination. This includes each team member having enough apparel to have a clean, fresh, and unified attire for each day of an international event. Training attire should not be worn multiple times during the same event.

All teams at international events must wear black leggings during trainings and warmups. Navy, burgundy, or red leggings are also welcomed.

Under no circumstances should teams travel in their national team or children's international team track suits whilst flying to or from an international event. Teams should have different matching apparel in those cases (all team members should look unified from top to bottom, and hair must be put up away from the face, with no wispies).

AGG USA will provide traveling teams with an apparel schedule in advance of the international event. The schedule will state what clothing is appropriate to wear during travel, podium training, opening ceremonies, awards ceremonies, official trainings, masterclasses, and other official events. Teams must follow said schedule, including wearing the free T-shirts provided by AGG USA when specified.

#### **4.10.       *Apparel for Opening and Awards Ceremonies***

During the opening ceremony of any international event, teams must wear their AGG USA warmup suit and toe shoes, unless all other international teams are in their unitards/leotards. Teams should also bring their Team Flag to be carried in the proper fashion during the ceremony.

During the awards ceremony of any event, all athletes should be in their leotards/unitards, with their toe shoes on. Teams should also bring their Team Flag to be carried in the proper fashion during the ceremony.

#### **4.11.       *Apparel for all Podium Trainings***

For International podium trainings, all children's teams are not required to but welcomed to where black unitards. Junior and Senior teams are required to wear black unitards. Please note that at some IFAGG events, children's teams will have a required, official podium training. Junior and Senior teams are always required to attend their podium trainings.

#### **4.12. AGG USA Gala Performance at IFAGG International Events**

AGG USA encourages all short program teams and all children's teams to participate in the World Championships Gala, as it is an incredibly unique opportunity to perform on the world stage. The memory of participating in the Gala will last a lifetime, as it is an opportunity to perform alongside elite gymnasts from all over the world. This moment will also help these athletes stand out in regards to their athletic careers.

The choreography fee for the gala is \$30 per person, and the Gala outfit costs \$350 (shipping included).

#### **4.13. Additional Code of Conduct Regulations at International Events**

While on an international assignment:

- ∞ Teams should support and get to know other participating teams to encourage good sportsmanship at all events
- ∞ Club owners and coaches should find time on their schedule to get together with other AGG USA coaches for a meal (reminder: we are one team USA!)
- ∞ Athletes, coaches, and club owners must greet other coaches, athletes, officials, and the head of the delegation from the USA and other countries.

#### **4.14. Other International Protocol Generalities**

##### **4.14.1. Fundamental Expectations**

Remember that at all international events, athletes represent more than just themselves or their club, they represent Team USA. Keep in mind that it is an honor and a privilege to travel as part of the USA delegation, and athlete conduct should reflect an appropriate level of respect and maturity for their role. From the moment that athletes enter their home airport until their return, athletes must greet all AGG Community Members that they see. A friendly hello brightens the day and reflects well on our Delegation.

USA Judges must both avoid all forms of personal interactions and always maintain professional boundaries between themselves and all other members of the travelling American delegation.

#### **4.14.2.      *Baggage***

Athletes should have one checked bag and one carry-on Team backpack **maximum**. Athletes should also have a cross-body strap phone case to carry their phone (athletes should maintain free hands while traveling in order to prevent item loss).

##### **Team Backpack must contain:**

- ∞ Leotard or Unitard
- ∞ 1 underleo
- ∞ 2 sets of toe shoes
- ∞ 1 set of training clothes
- ∞ 1 pair of white socks
- ∞ 1 refillable water bottle
- ∞ Personal items for travel

Coaches and parents should have one checked suitcase, and one personal item maximum. Bus space is not unlimited. Since we are a large group, we need to be considerate of available space on buses and in rooms.

Extra luggage is **not** permitted. These rules allow us to move as quickly and as efficiently as possible, while limiting the number of items that may be left behind or lost.

#### **4.14.3.      *Bus transfers***

AGG USA organizes bus transfers for athletes, coaches, judges, and parents at international competitions. The federation is not required to provide bus transfers via IFAGG regulations; however, because it simplifies the process of transit in foreign locations while also promoting the relationships between the teams representing the American delegation, the federation offers them.

AGG USA uses bus companies in foreign locations that are not directly affiliated with AGG USA. AGG USA is not responsible for the behavior exhibited by bus drivers or the condition of the bus itself.

When sitting on the bus, parents must sit at the back, then uniformed athletes in the middle, and finally the Head of Delegation, officials, judges, and coaches in the front. The Head of Delegation will perform regular headcounts to ensure that no one is left behind.

Reminder that if anyone chooses to arrive or travel separately from the delegation, they are responsible for their own transportation.

If an individual or team chooses not to ride on the bus, they must inform the head of delegation in the competition's group chat at least 24 hours in advance.

Under no circumstances is an individual allowed to personally solicit a ride from the bus driver themselves. All bus transfers are scheduled in advance so that everyone can smoothly go in-between the competition venue, the hotel, and the airport. No individuals riding the bus, whether they be a coach, judge, athlete, official, or parent, are permitted to tell the bus driver when or where to drive.

#### **4.14.4. Host Hotel Protocol**

Athlete well-being and enjoyment are most important. Adequate rest, nutrition, and positive experiences are crucial!

The Federation must have copies of passports for each individual to ensure a fast check-in at the hotel. Some passports require Visas, which take time and require supporting documentation. If any of the parents require a visa for entry, the AGG USA Federation needs copies of their passports.

All room assignments in the hotel are sent out in advance and approved by the coaches. Athletes must have tidy hotel rooms for morning room checks by coaches/club owners. Lights out for all athletes is at 9:30 pm throughout the week, with the only exception being if the competition runs late.

#### **4.14.4. Athlete Supervision Protocol**

Athletes in Children's categories are not allowed to leave the hotel unattended. In addition to that, athletes may only roam the hotel in groups of two or more, and they must communicate their intent to roam with their club owner or coach prior to leaving.

Athletes who are Junior age and older may also roam the hotel in groups of two or more, and they must also get approval for their coach or club owner before they roam. Remember that this is for their safety!

We acknowledge that athletes who are junior age or older may need to leave the hotel for one reason or another. In this case, they may only leave in groups of two or more only if their parent filled out a written release form prior to the international event.

[The written parental release](#) form must be:

- ∞ Signed and dated by both parent and athlete
- ∞ Contain both the athlete's and parent's phone number and email address
- ∞ Be sent to the AGG USA federation no less than thirty days prior to the international event's start date

Late parental release forms will not be accepted.

**No one may bring anyone into their hotel room that is not a part of AGG USA or the International AGG Community. No exceptions!**

#### **4.14.5. Coach Expectations**

Coaches are responsible for:

- ∞ Collecting athlete passports for accreditation
- ∞ Ensuring that the uniform and hair protocol is followed prior to arrival
- ∞ Ensuring that the entire team arrives at practices and competitions on time
- ∞ Putting their athletes on the carpet
- ∞ Bringing their team to breakfast on time
- ∞ Reviewing the schedule for the next day
- ∞ Reminding athletes of their proper uniform for the next day
- ∞ Attending all required competition meetings

#### **4.14.6. Club Owner Expectations**

Remember that if the club owner is not present, these responsibilities fall to the coach(es). Club owners are responsible for:

- ∞ Checking Athletes' rooms for neatness
- ∞ Ensuring that athletes are up on time in the morning
- ∞ Performing room-checks whenever necessary
- ∞ Performing headcounts for the 9:30 pm lights out

#### **4.14.7. Parental Expectations**

AGG USA encourages all parents to be involved in supporting their teams, as well as the whole sport of Aesthetic Group Gymnastics. All IFAGG competitions have a live stream of the competition, which will be provided by the local organizing committee and shared with all participating teams.

If parents wish to travel with the AGG USA Delegation, they must officially request to travel with delegation by emailing the AGG USA Office no less than 60 days in advance.

For all parents that are traveling with the delegation, AGG USA is thrilled to have you participate in international competitions. Remember that international competitions are festive and lots of fun, and [loud cheering is welcome](#). Please support your kids from the audience and support the other athletes whose parents were unable to attend. Remember that your presence adds to the energy and confidence of all participating athletes, so watch all competitions and support all Team USA groups!

Remember to show your Team USA spirit! All parents should have their own American flag ([suggestion 1](#) and [suggestion 2](#)). The audience is often photographed and videotaped in the intermission period between different routines. AGG USA recommends that parents wear American-themed apparel:

- ∞ [Men's shirt option 1](#)
- ∞ [Men's shirt option 2](#)
- ∞ [Women's shirt option 1](#)
- ∞ [Women's shirt option 2](#)

All Team USA parents are expected to sit together in the audience, remember that at no time are parents allowed in the warmup area! Please provide bottled water, healthy meals, and dry, healthy snacks for your athletes by giving them to either the coaches or head of delegation.

#### **4.14.8.        *Meals at International Competitions***

Breakfast is provided by the host hotel and is immediately before the practice or competition. This means that hair must be done, and athletes must be ready to leave straight for the practice or competition when attending breakfast. If breakfast is not immediately followed by a practice or competition, hair must still be up in a ponytail, as all athletes must be camera ready in public spaces.

Parents and coaches must plan lunches and dinners. There may be options provided at the competition venue for lunch or dinner, but it is not guaranteed. A delegation celebration dinner will be scheduled by AGG USA in the final schedule for that international event.

#### **4.14.9.        *Gifts***

It is customary that athletes exchange tokens from their home countries during award ceremonies or at practices, as they train with different countries. AGG USA will provide one set of gifts per team, and athletes will offer these to teams from other countries. Teams should buy additional small gifts to supplement (try to bring American chocolates or candy), and athletes should always keep a couple gifts with them. Keep in mind that the average number of team members is 8 athletes.

Judges also exchange small gifts with one another at international competitions. It is up to the individual judge to bring their own small gifts to exchange them with other judges.

#### **4.14.10.      *Problem Solving Protocol***

Problems are expected to arise at international events. Keep in mind the proper line of communication: athletes to parents to coaches to the head of delegation. Parents and athletes should not directly

communicate with the head of the delegation regarding issues that may arise at international events. This includes any matters regarding travel, hotel, competition, meals, practices, etc.

#### **4.15.      *Changing of Choreography***

If a long program is performed internationally, that choreography may not be reused for the following season. Short program may be reused once if the rule change does not occur (short program rules change every other year, at the start of an even year).



## 5. ADDITIONAL INFORMATION

### **4.1. AGG USA Photo Policy**

As per AGG USA's Ethical Committee, no videos or photos are to be taken by non-credentialed persons at any and all AGG USA Events. This policy is intended to protect the integrity of routines and choreography, as well as the identities of the participants. Teams may select one designated photographer before the start of an AGG USA event. This individual will receive accreditation for the event. The designated photographer must be registered on KSIS under MEDIA as the official photographer before the registration deadline of each event.

If a designated photographer is caught photographing other teams in any fashion, they will be removed from the event. Coaches and club owners may record and take photos of their own athletes during the competition for learning/training purposes. Parents are encouraged to take photos before/after the competition.

Please note that all routines will be videotaped and archived. These files will be available upon request. AGG USA appreciates your understanding in this matter and apologizes for any inconvenience caused by our policy. Our goal is to protect all members of the sport while respecting the need for creating memories.

### **4.2. AGG USA Official Photographer Information**

#### **National Events**

AGG USA recommends Katerina Sochnev of KATSOPHOTO as the official photographer for AGG USA sanctioned events.

[Website](#)

Phone Number: (310) -291-1747

#### **International Events**

AGG USA recommends Celestia Studios as the official photographer for international events.

[Website](#)

Phone Number: (202) -670-0106

#### **4.3. Contact Information**

Remember that all judges, the AGG USA Technical Committee, the AGG USA Ethical Committee, and the President can only be reached by email Monday through Friday.

President: [aggusafederation@yahoo.com](mailto:aggusafederation@yahoo.com)

Vice President: [aggusavicepresident@yahoo.com](mailto:aggusavicepresident@yahoo.com)

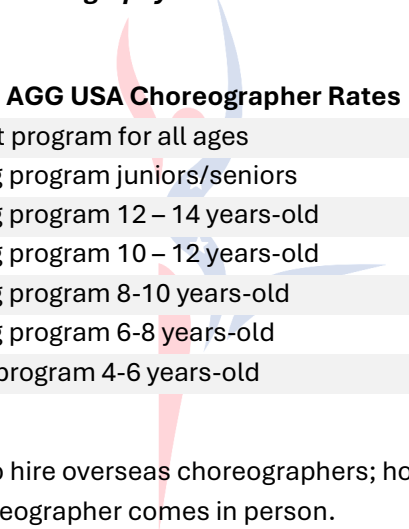
AGG USA Member-at-Large: [aggusamemberatlarge@yahoo.com](mailto:aggusamemberatlarge@yahoo.com)

AGG USA Ethical Committee: [aggusaethicalcommittee@yahoo.com](mailto:aggusaethicalcommittee@yahoo.com)

AGG USA Federation Office: [aggusafederationoffice@yahoo.com](mailto:aggusafederationoffice@yahoo.com)

#### **4.4. AGG USA Official Choreography Rates**

##### **AGG USA Choreographer Rates**



\$ 750 short program for all ages
\$1500 long program juniors/seniors
\$1400 long program 12 – 14 years-old
\$1300 long program 10 – 12 years-old
\$1200 long program 8-10 years-old
\$1000 long program 6-8 years-old
\$900 long program 4-6 years-old

Clubs and coaches are welcome to hire overseas choreographers; however, the rates will be higher than the domestic rates if the choreographer comes in person.

Clubs must cover the choreographer's hotel, flight, and per diem in addition to the choreography fee.

Clubs and coaches are welcome to have an international choreographer provide a short program routine over Zoom, but long program routines must be done in person. AGG USA does not allow long program choreography over Zoom.

If clubs or coaches wish to work with international choreographers live or on zoom, they must notify the AGG USA Office in ADVANCE and obtain approval from AGG USA.