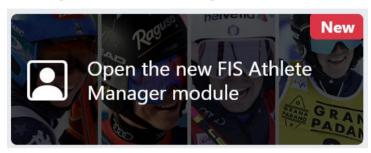


Updates and Changes to the Para Snowsports Online Systems

FIS Member Section

Access with known log-in data via the following link: https://profile.fis-ski.com/login

1. Athlete Registration and Management via FIS Athlete Manager



Licensing starting from 1 October is done via FIS Member section.

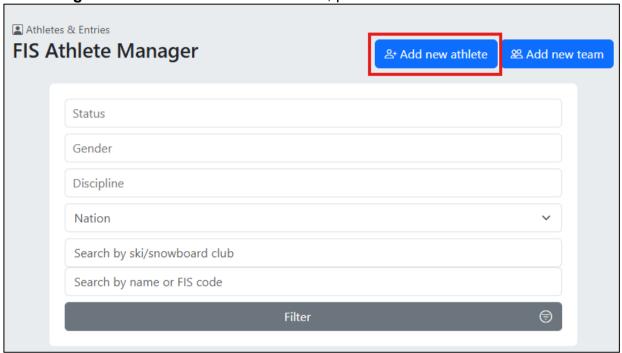
The licensing process as was performed in the past years, is now replaced by the change of status (Active/Inactive/Retired, ...), which you can see once you enter the FIS Athlete Manager module next to the athlete names:



- Athletes/Guides that have been licensed in the FPDMS previously and have approved Medical Diagnostic Forms were automatically transferred as "Active".
- "Active" athletes/guides are considered as registered and are considered for the FIS Points list, can be entered into competitions and provide the base for the calculation of the registration and classification fee.
- Please review the statuses of your athletes/guides and adjust accordingly.



For the registration of new Athletes/Guides, please click here:



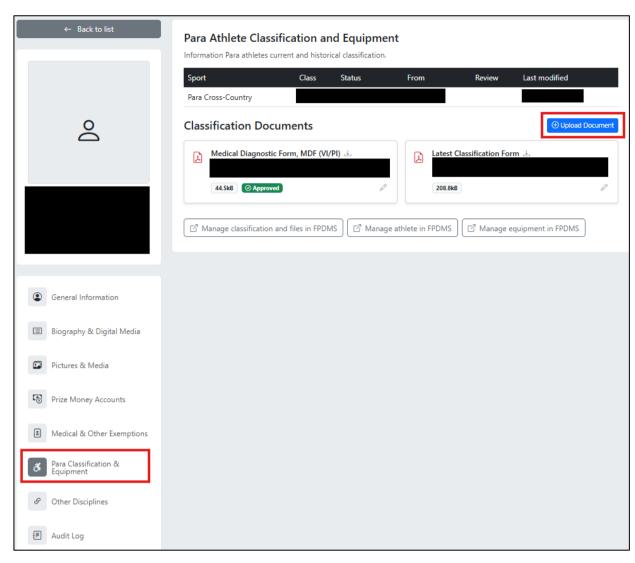
Upload MDF/Support Classification Documents

Before an athlete can be changed to status "Active", the Medical Diagnostic Form (MDF) needs to be uploaded. You find on the next page the screenshots explaining the process. Once it is approved you will get an e-Mail confirmation, after which you can go ahead and change the status of the athlete. In case the uploaded document is rejected, you will also be informed via mail, including the reason for rejection.

FIS can only view the latest document you uploaded on the *Para Athlete Classification* and *Equipment* page. Older or rejected documents can be viewed in the FPDMS database.

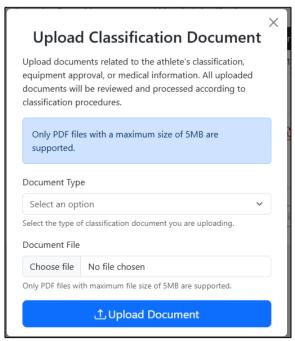
Please note that the system allows only one supporting document to be uploaded. Therefore, ensure that all your files are merged into a single PDF before uploading the final document.





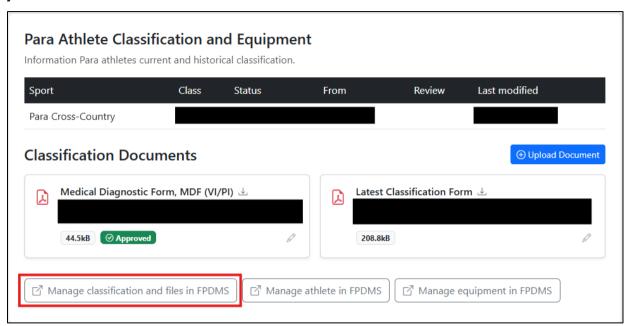
Once you click on "Upload Document" this screen appears and you can choose one of the following two document types:

- Medical Diagnostic Form
- Supporting Medical Documentation



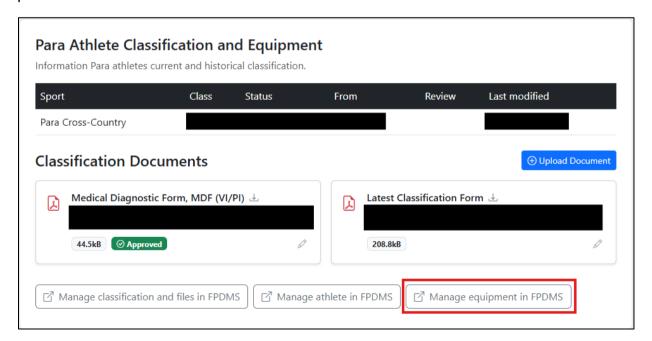


The FIS Athlete Manager always displays the latest MDF and classification form. To go back to older documents you can click on the button framed in red below, this will lead you back to the FPDMS:



Adaptive Equipment

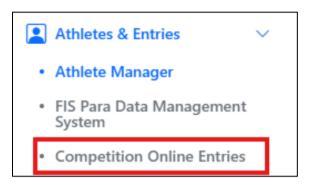
The Adaptive Equipment management remains in FPDMS and follows the same procedures as before. You can access it over the button framed in red below:



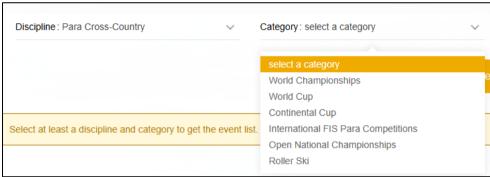


2. Competition Entries via FIS Competition Online Entries

You find the Competition Online Entries on the left side navigation bar, as follows:

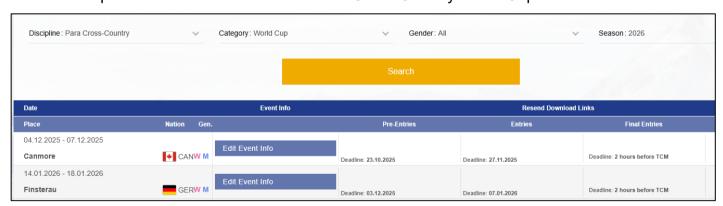


Select the relevant discipline (if applicable) and category as shown in the following screenshot:



Each discipline has different entry deadlines and rules when pre-entries (formerly Entry by Numbers) and Entries (formerly Entry by Name) have to be submitted.

Example overview of the entries for Para Cross-Country World Cups:



A new function is the introduction of "Final Entries", which refers to the final confirmation on site before the Team Captains Meeting before each race. On the World Cup and World Championships level across all Para Snowsports, this confirmation will be completed through the online final entries.

This requires the Team Leader/Coach to have access to the online system.



3. Classification Entries via FPDMS

Starting from this season, the registration for Classification has to be completed online. For this purpose the FPDMS Online Entry System remains active (accessible through the FIS Member Section), and all classification registrations have to be completed in here.

All confirmed classification events can be found in the FPDMS Online Entry System. Please note that only *active athletes* are eligible to register for classification events.



4. Website and List Updates

The FIS Points Lists; Cup Standings and the Classification Master List are now generated through the FIS Systems and can be found over the respective taps on the website:

