

European NPCs
Via Email

Bonn, 12 June 2018

Berlin 2018 World Para Athletics European Championships - Final Entry Process and Entry Regulations

Dear NPC President / Secretary General,

The online entry system for the Berlin 2018 World Para Athletics European Championships will open on 26 June 2018. Entries are to be made via the IPC Online Entry and Bipartite System (EBS): www.paralympic.org/sdms/entries.

Please be reminded of the following key dates and deadlines for the final entry process:

26 June 2018	World Para Athletics open the online entry system (EBS).
29 June 2018	Deadline for NPCs to apply for a direct invite slot.
1 July 2018	End of qualification period for athletes to achieve MES performances.
5 July 2018	Deadline for NPCs to confirm the size of team delegation (Final Entry by Number) via the online entry system (EBS).
12 July 2018	Deadline for World Para Athletics to receive the final entry by name from NPCs via the online entry system (EBS). Deadline for World Para Athletics to receive competition fee payment from participating NPCs.

Upon confirming the size of the team delegation, NPCs will be able to generate their competition fee invoice directly from the EBS. The competition fee that applies for these Championships is €550 per delegation member¹ (athletes, guide-runners and team officials) regardless of length of stay, payable to World Para Athletics no later than 12 July 2018.

¹ For every one (1) RaceRunner athlete entered by a delegation, World Para Athletics will waive the competition fee for one (1) accompanying team official of the RaceRunner. This will be automatically reflected in the competition fee invoice generated in EBS.

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Following the confirmation of Entry by Number on 05 July 2018, no reimbursement of competition fees shall be permitted for any withdrawals to the delegation except for if an athlete loses all his entered event(s) due to cancellation of non-viable event(s). Please refer to the Qualification Criteria and Event Programme for the Event Viability Criteria.

Final Entry Process:

Step 1: Final Entry by Number (confirm size of team delegation)

Log into the online entry system (EBS) via: <http://www.paralympic.org/sdms/entries>.

Go to Berlin 2018 World Para Athletics European Championships → Entries by Number.

NPCs must confirm the number of athletes, guide-runners, and team officials (including but not limited to: Team Leader, Coach, Team Physio, Assistants [for athletes competing in field events] etc.) attending the Championships.

NPCs must include the number of RaceRunner athletes within the total Male and Female Athlete numbers. The total number of RaceRunner athletes must also be indicated (below the auto calculation of delegation size) in order to allow the system to generate the correct competition fee².

Once the invoicing information has been completed and the Entry by Number has been submitted ('Final Submit'), the competition fee invoice will be generated directly from the EBS based on its confirmed overall team delegation size. The deadline for NPCs to confirm the size of team delegation via the online entry system is 5 July 2018. The deadline for World Para Athletics to receive the competition fee payment is 12 July 2018.

Step 2: Final Entry by Name (Athletes and Guider-runners)

Once you have completed the Final Entry by Number, you may proceed to complete the Final Entry by Name.

Go to Berlin 2018 World Para Athletics European Championships → Entries by Name.

Search for your athlete and select 'inscribe' for the events in which the athlete wishes to compete. NPCs may enter an eligible athlete in an unlimited number of events as long as the athlete has met the Minimum Entry Standard in at least one of the events for which the athlete is to be entered. Please refer to the Qualification Criteria and Event Programme for

² For every one (1) RaceRunner athlete entered by a delegation, World Para Athletics will waive the competition fee for one (1) accompanying team official of the RaceRunner. This will be automatically reflected in the competition fee invoice generated in EBS.

the Maximum Entry per NPC. The deadline for World Para Athletics to receive the final entry by name is 12 July 2018.

Note: Any athlete who has been granted a direct invite will be entered into the system by World Para Athletics.

Relays:

An NPC may enter a maximum of one (1) team in each relay event, provided that the team is comprised of athletes already entered into an individual event and the composition of the team meets the relevant World Para Athletics competition rules.

Men's 4 x 100m T42-47/61-64 relay

For the entry of a team to the Men's 4 x 100m T42-47/61-64 relay, NPCs must nominate a minimum of four (4) and a maximum of six (6) eligible athletes during the Final Entry by Name phase via the Entries by Name section.

The composition of a team and the order of running for a relay shall be officially declared no later than one hour before the published first call time for the first heat of each round of competition, and in accordance with Rules 23.10 and 23.11.

4 x 100m Universal Relay

For the entry of a team to the 4 x 100m Universal Relay, please go to the Entries by Name (Relays) section. NPCs are only required to enter the team during the Entry by Name phase (E.g. NPC GER), and are not required at this point to nominate individual athletes.

Any four eligible athletes from among those entered for the competition may be used for the composition of the relay team.

The composition of a team and the order of running for a relay shall be officially declared no later than one hour before the published first call time for the first heat of each round of competition, and in accordance with Rules 23.10 and 23.11.

Step 3: Final Entry Submission

Once you have finalised your Entries by Name you can then proceed to Final Entry Submission.

Go to Berlin 2018 World Para Athletics Championships → NPC Reports.

Click 'Final Submission'. For final validation, download the Entries by Name Report, stamp and sign the report, and send to info@worldparaathletics.org no later than 12 July 2018.

Entry Regulations

Declaration of Participation

By completing and submitting the sport entries via the IPC Online Entry and Bipartite System (EBS), NPCs are considered to have declared the participation of their athletes in the specified event(s). Athletes are required to compete in all their event(s) specified on the Entries by Name Report, submitted by their NPC. Only athletes that are injured or who become ill during the course of the Championships, may be granted an exception subject to Rule 5.4 of the World Para Athletics Rules 2018-2019.

Any athlete found to be in breach of this Declaration of Participation regulation may be disqualified by World Para Athletics from all remaining events at the World Para Athletics Championships (Rule 5.4).

Athlete Programme

After the close of the entries on 12 July 2018, athletes are subject to this Athlete Programme regulation and NPCs may not enter athletes into additional events to those already specified on the Final Entries by Name Validation Report. World Para Athletics may accept additional event entries under exceptional circumstances at its sole discretion.

This Athlete Programme regulation also applies to any proposed substitute athlete or athlete eligible for Re-entry after Changes in Sport Class (Rule 5.3).

Athlete/Guide-runner Substitution

Athlete/guide-runner substitutions in principle may only be considered for an NPC if the substitution is made for an athlete in the same gender, sport class and event. Under exceptional circumstances, at the discretion of World Para Athletics, substitutions not meeting these criteria may be accepted.

The substitute athlete should have met the conditions of the qualification criteria as outlined for the respective event(s).

Substitutions may only be made for an athlete/guide-runner who withdraws due to injury, illness or other exceptional circumstances prior to 16 August 2018. In the case of illness or injury, a medical certificate signed by the team/LOC medical doctor must be submitted to World Para Athletics for approval. Absolutely no athlete substitution will be permitted after this date.

Substitutions for guide-runners after 16 August 2018 may only be permitted due to injury, illness or other extraordinary circumstances within the existing team.

World Para Athletics must receive an official request from the NPC for any proposed substitution prior to the above date. The official request must include all the required supporting documents for consideration and processing by World Para Athletics.

Sport Class Changes and Re-entry Regulations

Should an athlete's Sport Class change during the Classification Evaluation Period and/or the Classification Competition Period, re-entry may be considered in line with Rule 5.3 and are subject to the approval of the Technical Delegate(s).

For any further questions regarding the Berlin 2018 World Para Athletics European Championships, please contact info@worldparaathletics.org.

Kind regards,

A handwritten signature in black ink, appearing to be the name "Haozhe Gao" in Chinese characters.

Haozhe Gao

World Para Athletics Senior Manager

International Paralympic Committee

Cc. Laura Danning – World Para Athletics Competition Manager