

In this document you will find a detailed description about the Judge Certification



JUDGE  
CERTIFICATION  
PROGRAM (JCP)  
2015-2016

---

## Hip Hop Unite Project Team

---

Any general queries relating to this response should be directed to the chair of Hip Hop Unite, who can be contacted on the following:

<b>Name</b>	<b>Musta Elbahi</b>	<b>Stef Ferrest</b>
<b>Role</b>	Chair of Hip Hop Unite	Vice-Chair of Hip Hop Unite
<b>Email</b>	musta@hiphopunite.com	Stef@hiphopunite.com

Please note the release date of this updated version:

<b>Name:</b>	Judge Certification Program 2015-2016	Version 1
<b>Release date:</b>	July 2015	

# Contents

---

<b>1 Introduction .....</b>	<b>3</b>
<b>2 What is JCP .....</b>	<b>4</b>
2.1 Mission .....	4
2.2 Purpose .....	4
2.3 Getting started .....	4
2.4 Hip Hop Unite Official Championships Structure .....	4
<b>3 Goals of Judge Certification Program (JCP).....</b>	<b>6</b>
<b>4 Why become a Hip Hop Unite Certified Judge? .....</b>	<b>7</b>
4.1 Overview .....	7
4.2 Shadow Judging .....	9
4.3 How does one Become a Shadow Judge? .....	9
4.4 Preparing to Shadow judge .....	9
<b>5 Requirements to become a judge.....</b>	<b>10</b>
5.1 A desire to serve the sport.....	10
5.2 Knowledge of Hip Hop .....	10
5.3 Ability to communicate .....	10
5.4 Official Requirements.....	10
<b>6 Ethics in judging.....</b>	<b>11</b>
6.1 Ethical considerations.....	11
6.2 Levels of Judges.....	12
<b>7 Transparency .....</b>	<b>17</b>
<b>8 Fee .....</b>	<b>18</b>

# 1 Introduction

---

Dear Prospective Intern,

We thank you for taking an interest in our organization and the internship process; we are excited to have you as a part of our upcoming Judge Certification Program (JCP).

To become a certified Hip Hop Unite judge, we are here to ensure that your internship is successful & enjoyable and that your experience with the program is rewarding.

We hope that this packet will provide you with all the information you need to get started.

If at any time you have questions regarding JCP or any other aspect of our organization, please don't hesitate to contact:

[education@hiphopunite.com](mailto:education@hiphopunite.com)

Again, we welcome you to our organization and we wish you happy interning!

Sincerely,

Musta Elbahi,  
Chair of Hip Hop Unite

&

Stef Ferrest,  
Vice-Chair of Hip Hop Unite

## 2 What is JCP

---

### 2.1 Mission

Our mission is to provide the Hip Hop Unite community with fair, honest, credible and professional Education program at competitive events.

### 2.2 Purpose

Our program exist for the purpose of training, educating, evaluating and commissioning judges within Hip Hop Unite. It supports the overall functioning and foundation of the Hip Hop Unite, and operates with the driving premise of creating a quality competitive environment within Education.

### 2.3 Getting started

The first step in the process is to carefully read through this entire manual:

Rules & Regulations 2015-2016:

[http://hiphopunite.com/Downloadcenter/HHU%20RULES%20%20REGULATION%202015\\_2016.pdf](http://hiphopunite.com/Downloadcenter/HHU%20RULES%20%20REGULATION%202015_2016.pdf)

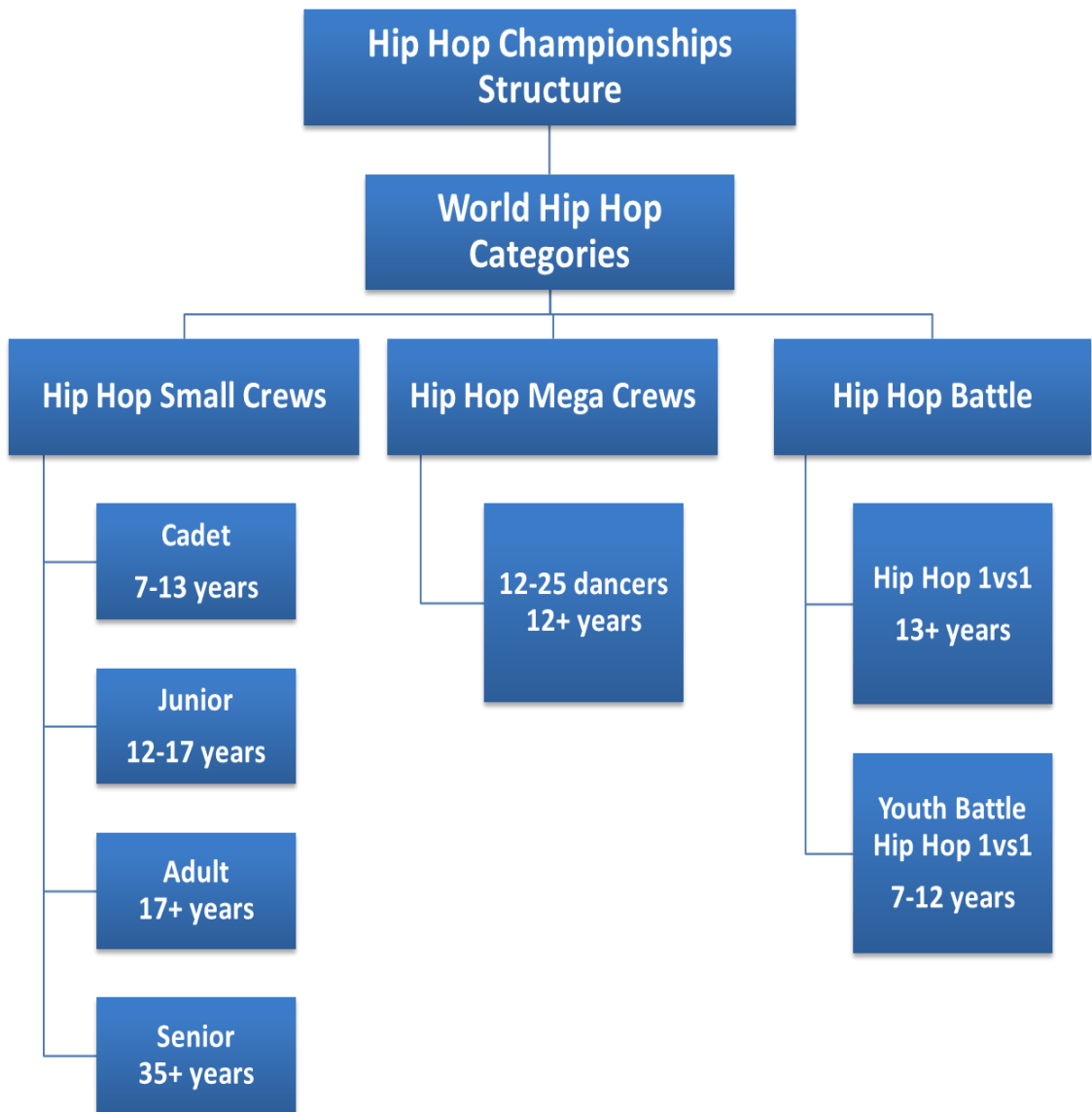
After reading the information, if you meet the necessary requirements and feel that you can commit to the JCP then you apply through the following link:

JCP application form: <http://hiphopunite.com/index-JCP.html>

### 2.4 Hip Hop Unite Official Championships Structure

Hip Hop Unite is a part of FISAF International, which is an international independent, democratic and non-profit federation dedicated to the development of sports industry on international level.

FISAF International develops its strong and stable foundation by continuing to broaden its operation in activities which provide the greatest benefits to the greatest number of members.



### 3 Goals of Judge Certification Program (JCP)

---

- To assure quality, unbiased, information critique in response to creative expression.
- To certify judges to fulfill the purpose of the Judge Certification Program.
- To provide competent judges for all sanctioned events.
- To increase membership in the JCP.
- To promote Hip Hop Dance Education among coaches, choreographers, judges, and students.
- To respond to the needs of the association with integrity, openness, and enthusiasm.
- To continually provide quality judging.
- To create an atmosphere of respect and communication for all coaches, judges, dancers, parents, officials.
- To seek and use resourceful methods of partnering with anyone who might contribute to the growth of the association.

## 4 Why become a Hip Hop Unite Certified Judge?

---

There are several ways an individual can become involved in the Hip Hop Unite and serve the Hip Hop community. One of the best volunteer activities is judging; it is a wonderful way to impart Hip Hop Unite knowledge and help young dancers achieve their goals. It's also an incredible learning experience and a great way to meet new people.

Although judging is a rewarding activity, it's also a big time commitment. Judges spend countless hours dedicated to their craft - studying, judging tests and competitions, and giving feedback to dancers. Because it's a volunteer activity, be sure you are prepared to put in the time, money and effort to be the best judge you can possibly be. If you do that, you are sure to have many memorable experiences.

For former active dancers, a common motivation is the wish to continue to be an active participant in the sport, even after they have stopped competing.

Becoming a judge increases the sense of involvement in the sport which may last for many years. Judges feel that judging is a way to make a contribution to the sport they love. There is much more to being a good judge than just being able to identify the elements of the dance.

Understanding the level of quality and being able to award appropriate marks to dancers of all levels, is important.

### 4.1 Overview

Judges are responsible for evaluating and scoring each routine in a competition.

In competitions using the 10.0 system, judges evaluate the technical difficulty and quality of each performance and compare it to the others within the same event, ultimately coming up with marks for each crew that result in the placements. Same score cannot be given in the same category.

Hip Hop Unite has only one type of judges, thus judges are not divided by discipline or criteria.

In order to earn a judging appointment, one must first become a shadow judge and go through the shadow judging process. Shadow judges go to test sessions and/or competitions and judge the tests/events, but their scores don't affect the results. This is done on national level. Instead, their judging sheets are reviewed and compared to the scores of the official panel to evaluate their level of knowledge and readiness to judge.

What Makes Someone a Good Hip Hop Unite Judge?

Hip Hop Unite holds approx.4-7 international events a year, but several national events each season. Hip Hop Unite and FISAF International needs a lot of officials to support such a large number of events and are always looking for more judges. Although the need for



additional judges is high, it is imperative that the association set and maintain uniform standards of judging throughout the countries.

There are certain fundamentals that individuals should possess if they want to become qualified judges and have positive judging experiences. These characteristics include:

1. A sincere desire to be of part of Hip Hop culture. Dedication is essential because all judges must spend hours studying and furthering their judging education – not only when working toward appointments, but for as long as they continue to judge. They must be willing to spend a lot of time judging both tests and competitions, as well as keeping up-to-date with the rules, whether through self-study, attendance at workshops or completion of online education. Judges must also have the desire to serve in a manner that upholds and improves judging standards.
2. Ability to make an independent decision. At the forefront is a person's ability to judge objectively and not be influenced by other dancers or personalities.
3. Proper temperament and ability to handle stress. Judges often find themselves being judged by others, which can be stressful at times. A good judge must be able to control their temper and emotions, even after being challenged. Tact is also critical in becoming a good judge; it dictates how a judge may handle disgruntled parents, upset dancers or confrontational coaches.
4. Knowledge of Hip Hop dance. Technical knowledge of Hip Hop is essential, as is knowledge of the rules.
5. A judge must be able to communicate with dancers, coaches, parents, officials, and other judges. As a judge you will likely be asked to interpret your own comments, which often will include more in-depth questions by coaches on what needs to be improved. You must be able to convey to them why you arrived at a particular outcome for a routine, explaining accurately and concisely the errors or lack in the routine. If a judge cannot explain these things well, then the credibility of that judge and the judging community as a whole are jeopardized.

Individuals who are new to the sport must be willing to put in the hours necessary to acquire technical knowledge, from studying Rules & Regulations and attending judges workshops to dancing themselves (preferably with quality instruction). And all judges, no matter how seasoned, are expected to keep up-to-date on the rules, which can change annually.

Qualified candidates who persevere and remain committed to the sport will experience many rewards throughout their judging careers. Not only are they doing the sport a distinct service, most judges create long-lasting relationships with other judges and individuals who share their passion for dancing.

## 4.2 Shadow Judging

Shadow involves attending test sessions or competition sessions and judging them as if an actual judge on the panel. Your scores don't count, but are compared to the scores of the actual panel. Your comments are also reviewed to determine your knowledge of the rules, ability to provide meaningful feedback to dancers, coaches and officials, and ability to justify your scores.

## 4.3 How does one Become a Shadow Judge?

The first step to becoming a shadow judge is to make sure you meet the minimum criteria as follows:

1. You must be at least 18 years old to begin shadow judging and at least 18 years old to earn your first judging appointment.
2. You must be a current member of Hip Hop Unite, through a country member. (however, certain specialist Hip Hop dancers with many years of comprehensive experience, Hip Hop- and teaching background might be invited to be involved in the Judge Certification Program. These specialist judges can only be invited by the Technical Committee and upon approval by the Chair/Vice-Chair of Hip Hop Unite).

If you meet the above criteria, the next step is to contact your Hip Hop Unite Country Member and start the process of Judge Certification Program.

## 4.4 Preparing to Shadow judge

You will want to make sure you have the materials and knowledge necessary to be successful.

The most important documents you will need are the current Hip Hop Unite Rules and Regulations. These are available, free of charge, online at

[http://hiphopunite.com/Downloadcenter/HHU%20RULES%20%20REGULATION%202015\\_2016.pdf](http://hiphopunite.com/Downloadcenter/HHU%20RULES%20%20REGULATION%202015_2016.pdf).

Once you have these in hand, you will want to be sure to familiarize yourself with all sections.

## 5 Requirements to become a judge

---

### 5.1 A desire to serve the sport

Judges must take the time to study the sport, not only when working toward an event, but throughout their judging careers. After agreeing to judge an event, a judge must be willing to devote time, often at personal inconvenience, to judge competitions where and when they are needed.

Hip Hop is about respect, so a judge should not choose only the prime and prestigious events, but all events/competitions are important.

### 5.2 Knowledge of Hip Hop

Obviously, a thorough knowledge of Hip Hop is essential. However, the knowledge required for judging goes beyond that obtained only through dance. A judge must study the Rules & Regulations and other related texts, observe and participate in judges' seminars, and maintain an open and continuous relationship with coaches and dancers.

It is important to stay up to date on the rules and developments and to keep an open mind toward new trends.

### 5.3 Ability to communicate

A judge must be able to communicate with dancers, coaches, officials, event organizers and other judges.

You must be able to convey to them why you arrived at a particular outcome for a competitionthe remarks of the whole routine.

**AT INTERNATIONAL EVENTS - A JUDGE MUST BE ABLE TO SPEAK ENGLISH FLUENTLY**

### 5.4 Official Requirements

In order to officiate, judges must be registered members of Hip Hop Unite / FISAF International. This means that country member must be member of FISAF International for the current year and have their membership renewed annually.

## 6 Ethics in judging

---

This section describes specific ethical issues as they apply to judging. As mentioned previously, a judge must give a fair assessment of the crew performance on the day of the event. Other factors past or future should not intervene in the evaluation that day. Bias in judging - in either a positive or negative sense - must be avoided.

To do otherwise is unfair and is evident to dancers, coaches, and parents. Honest, fair treatment by the judges will be respected, even if they had hope for a better outcome. It is vital that the reputation of a judge not be compromised because the effects can be long lasting and future marks the judge gives may well be viewed in that context.

### 6.1 Ethical considerations

- A judge should avoid commenting on routines that she or he has judged as well as routines not judged. Remarks made to one person may be changed, misunderstood, or taken out of context when repeated to others.
- The reputation of the dancer/crew is not relevant on competition day. Even if the dancer/crew has not been notably successful in previous tests, a judge's attitude should be that the dancer/crew may do extremely well in the competition if the standard is met. Similarly, a dancer with a reputation for quality dancing should not be rewarded with inappropriate high marks for a substandard performance on that day. To do so can discourage other dancers and coaches and they can lose respect for judges and the sport that allows such positive bias.
- The style or technique of Hip Hop in a competition must be evaluated independently of your personal preferences. A judge should not say "I like ...." or "I prefer..." or "in my opinion....."
- Avoid circumstances where another judge, in violation of judging ethics, talks to you about a dancer/crew in either a negative or positive manner in the judges' room prior to the competition. This is a violation of general judging ethics. You should ignore comments during the competition as well. These circumstances and any other more serious attempts to influence your judging are among the most difficult situations to handle in judging. Just remember - you must make independent and unbiased evaluations and come to your own final decision regarding a crews performance according to Rules & Regulations. However, during judge panel discussion you have the ability to express your opinions about each crew according to criteria.
- Do not make remarks about a dancer, crew or coach to other judges or discuss personal information about them. These types of comments may inadvertently influence the evaluation of a dancer/crew.
- The personal circumstances of the dancer/crew are not relevant to the evaluation of a competition. Although the dancer/crew may be disappointed, especially due to these types of personal circumstances, the judges will be respected for the honest and fair

treatment of dancers.

- A judge should not allow the reputation of a coach to affect the marking of the competition either in a negative or positive manner. Even if the coach is not known to put out high quality routines, the dancer may meet or even exceed the competition standard. Similarly a coach with an excellent reputation may well have dancers who cannot meet the competition standard on the competition day. Judges should avoid the appearance of showing favoritism toward a dancer/crew based on who the coach is. Remember, the coach is not competing - the dancer is.
- Do not discuss coaches or make comparisons between crews with dancers. This may be very tempting under some circumstances but your opinion could be passed on and be regarded as a positive or negative bias.
- Never discuss your marks or another judge's marks for a competition with a dancer, coach or crew and do not try to discern what another judge has informed. This will be done in the "Feedback" session and only according to the guidelines of the Head Judge.
- Judges may discuss the routines with one another, but not with a shadow judge. However, the discussions should be guarded in the judges' room lead by the Head Judge. Individuals should not hear your opinions about the routinesSystem & Levels of Judges.

The goal of the new Judges Certification Program is to create not only certified, but qualified judges that feel comfortable with Hip Hop Unite judges system.

To help getting all the judges and new judges in training on one line and letting them feel comfortable with not only the theoretical bit, as well the practical bit.

It is our goal to provide every year during competitions, certain trainings/examinations.

## 6.2 Levels of Judges

Certification Policy: Certification must be completed in sequential order

As from 01-06-2015 we have the following different levels in our system.

## Level 1 (Theoretical Examination)

<b>Purpose:</b>	<p>The purpose of the Level 1 Theoretical Examination is to provide a structured framework within which candidates can progress towards an achievable goal.</p> <p>The Level 1 Examination has been designed to provide a strong foundation in Hip Hop Unite Rules &amp; Regulations by developing a candidate’s skills/ knowledge of the HHU Rules and structures.</p> <p>The scheme consists of an Online Theoretical Examination. The Level 1 Grade must be passed and certificate awarded before a candidate may attempt the next level.</p> <p>A dancer/judge who successfully completes Level 1 will be awarded “The HHU Level 1 Diploma”.</p> <p>Before applying for the Level 1 Examination the candidate must, in cooperation the HHU Country member, understand and work with competition documentation, Rules &amp; Regulations and involved in the Country member national events.</p>
<b>Qualifications:</b>	<ul style="list-style-type: none"><li>• Has reached the age of 18 years old</li><li>• Has danced for years and been involved in the Hip Hop Community</li><li>• Must be able to speak and understand English</li><li>• Is involved with the HHU Country member</li><li>• Has a desire to serve as a judge and know the HHU Rules &amp; Regulations</li></ul>

### Important Notice:

The Level 1 Theoretical Examination has to be renewed every second year. Existing certified judges that have passed the examination before 2014 also need to renew their examination Level 1.

## Level 2 (National Judge)

<b>Purpose:</b>	<p>The purpose of the Level 2 Grade is to provide a structured framework within which candidates can progress towards an achievable goal.</p> <p>The Level 2 preparation is planned and arranged by the HHU Country Member. The HHU Country members must work constantly with existing and new judges and candidates in order to provide a strong foundation in Hip Hop Unite Rules &amp; Regulations and HHU scoring system. By developing a candidate's practical skills/ knowledge of the HHU Rules and structures and allowing the candidates to judge as much as possible.</p> <p>The HHU Country member must work on and develop a candidate's skills;</p> <ol style="list-style-type: none"><li>1. A sincere desire to be of part of Hip Hop culture.</li><li>2. Dedication is essential because all judges must spend hours studying.</li><li>3. They must be willing to spend a lot of time judging both tests and competitions, as well as keeping up-to-date with the rules, whether through self-study, attendance at workshops.</li><li>4. Ability to judge objectively and not be influenced by other personalities.</li><li>5. Knowledge of Hip Hop dance and Rules</li><li>6. Communication Skills.</li></ol> <p>A dancer/judge who successfully completes Level 2 will be awarded "The HHU Level 2 Diploma".</p>
<b>Qualifications:</b>	<ul style="list-style-type: none"><li>• Has acted as a judge at a sanctioned event nationally min twice (2) in the last 2 years.</li><li>• Participation in regional judge community</li><li>• Passing score on Level 1 judge certification examination</li><li>• Knowledge of HHU structures &amp; formats</li></ul>

### Important Notice:

In order to receive "The HHU Level 2 Diploma" the country member is required to send prove of judging qualifications (score cards, result list, posters, etc) to [education@hiphopunite.com](mailto:education@hiphopunite.com) or to upload the files, when applying online.

Hip Hop Unite Technical Committee will review the qualifications and experience of the candidate, and once this has been approved the Diploma will be issued upon receipt of the fee of 25 Euro

### Level 3 (Judge International)

<b>Purpose:</b>	<p>The purpose of the Level 3 Grade is to provide a structured framework within which candidates can progress towards an achievable goal.</p> <p>Level 3 grades are for judges that passed Level 1 or Level 2 examinations and certain speciality judges, who have been judging Hip Hop Unite events for many years (appointed and approved by HHU TC).</p> <p>The purpose of the level 3 grade is</p> <ul style="list-style-type: none"><li>• To certify judges to fulfill the purpose of the JCP.</li><li>• To provide competent judges for all sanctioned events.</li><li>• To increase membership in the JCP at international level</li><li>• To promote HHU Education among coaches, choreographers, and judges.</li><li>• To respond to the needs of the association with integrity, openness, and enthusiasm.</li><li>• To continually provide quality judging.</li><li>• To create an atmosphere of respect and communication for all coaches, judges, dancers, parents, officials.</li><li>• To seek and use resourceful methods of partnering with anyone who might contribute to the growth of the association.</li></ul> <p>The Level 3 Examination consists of a Practical Examination. A judge who successfully completes Level 3 will be awarded “The HHU Level 3 Diploma”.</p>
<b>Qualifications:</b>	<ul style="list-style-type: none"><li>• Passing Level 1 &amp; 2 judge certification examinations</li><li>• Knowledge of HHU structures &amp; formats</li><li>• Strong communication skills and speaks fluent English</li><li>• The level 3 judges are expected to follow as many Hip Hop classes as possible.</li><li>• The level 3 judges are expected to conduct min 2-4 workshops a year to keep themselves sharp and updated.</li><li>• Has passed at least 4-6 competitions as a judge, then they are qualified to do their Level 3 exam.</li><li>• Demonstrated diplomacy with dancers, judges and Event Organizers.</li></ul>

#### Important Notice:

In order to receive “The HHU Level 3 Diploma” the country member is required to send prove of judging qualifications (score cards, result list, posters, etc) to [education@hiphopunite.com](mailto:education@hiphopunite.com) or to upload the files, when applying online.



## Level 4 (Elite Judge International)

<b>Purpose:</b>	<i>Any judge who passed their Judge Level 3 examination and who has demonstrated and maintain his/her experience, skills and dedication to the HHU.</i> <i>A level 4A judge can act as an International head judge.</i>
<b>Qualifications:</b>	<ul style="list-style-type: none"><li>• These judges keep themselves updated to follow different hip hop classes every year, and are still active in the Hip Hop community.</li><li>• The Level 4A judge is expected to show strength in the following areas<ul style="list-style-type: none"><li>○ Leadership, Presence and Charisma</li><li>○ Teamwork, Diplomacy and Maturity</li><li>○ Penalty and Policy Philosophy</li><li>○ Communication Skills</li><li>○ Self-evaluation</li><li>○ Development of other Judges</li><li>○ Program construction</li><li>○ Stress and Conflict Management</li></ul></li><li>• Passing Level 1, 2 &amp; 3 judge certification examinations</li><li>• Strong communication skills and speaks fluent English</li><li>• The level 4 judges are expected to conduct min 2 workshops a year to keep themselves sharp and updated.</li><li>• Has passed at least 4-6 competitions as a judge, then they are qualified to do their Level 4 exam.</li><li>• Demonstrated diplomacy with dancers, judges and Event Organizers.</li><li>• Be active at national HHU Events</li><li>• Is familiar with the scoring scale.</li></ul> <p>To be certified as Level 4A, applicants must:</p> <ul style="list-style-type: none"><li>• Attend a Level 4 workshop (to be held during ECS or WCS when satisfactory number of applicants is achieved).</li></ul>

### Important Notice:

If a Level 4 judge is not active any more for 1-2 years at HHU Events and did not follow any classes, for no reason or without written dispensation, the board is eligible to put a judge back to level 3.

## 7 Transparency

---

All names of participants in the Judge Certification Program and certified judges will be published on the Hip Hop Unite website including their training and/or certification level.

In this manner, all Hip Hop Unite members will be able to validate and recognize the certified judges.

In case of gross negligence, wilful misconduct or proven inabilities, the Hip Hop Unite Technical Committee has the right to recall any certification with immediate effect.

## 8 Fee

---

Candidate pays the following fees for the examinations:

- |  |         |                       |
|--|---------|-----------------------|
| • Level 1 (theoretical examination)    | 40 Euro | Online Theoretical    |
| • Level 2 (National judge examination) | 25 Euro | National Practical    |
| • Level 3 (International Judge)        | 50 Euro | Practical Examination |
| • Level 4 (Elite judge) incl. workshop | 75 Euro | Theoretical/Practical |
| • Renewal of Level 1 Examination       | 25 Euro | Online Theoretical    |

The Theoretical part of the JCP Examination will last from 60 to 75 minutes, and must be taken in written form using the English language.

It is an online examination.

To pass theoretical exam, at least 80% of the given questions must be answered correctly.

The questions for this portion of the examination have been drawn from the following material:

(All of the information listed below can be found in the HHU Rules & Regulations).

- Fair general knowledge of the HHU rules.
- Ethics, conduct and rules for HHU judges and officials