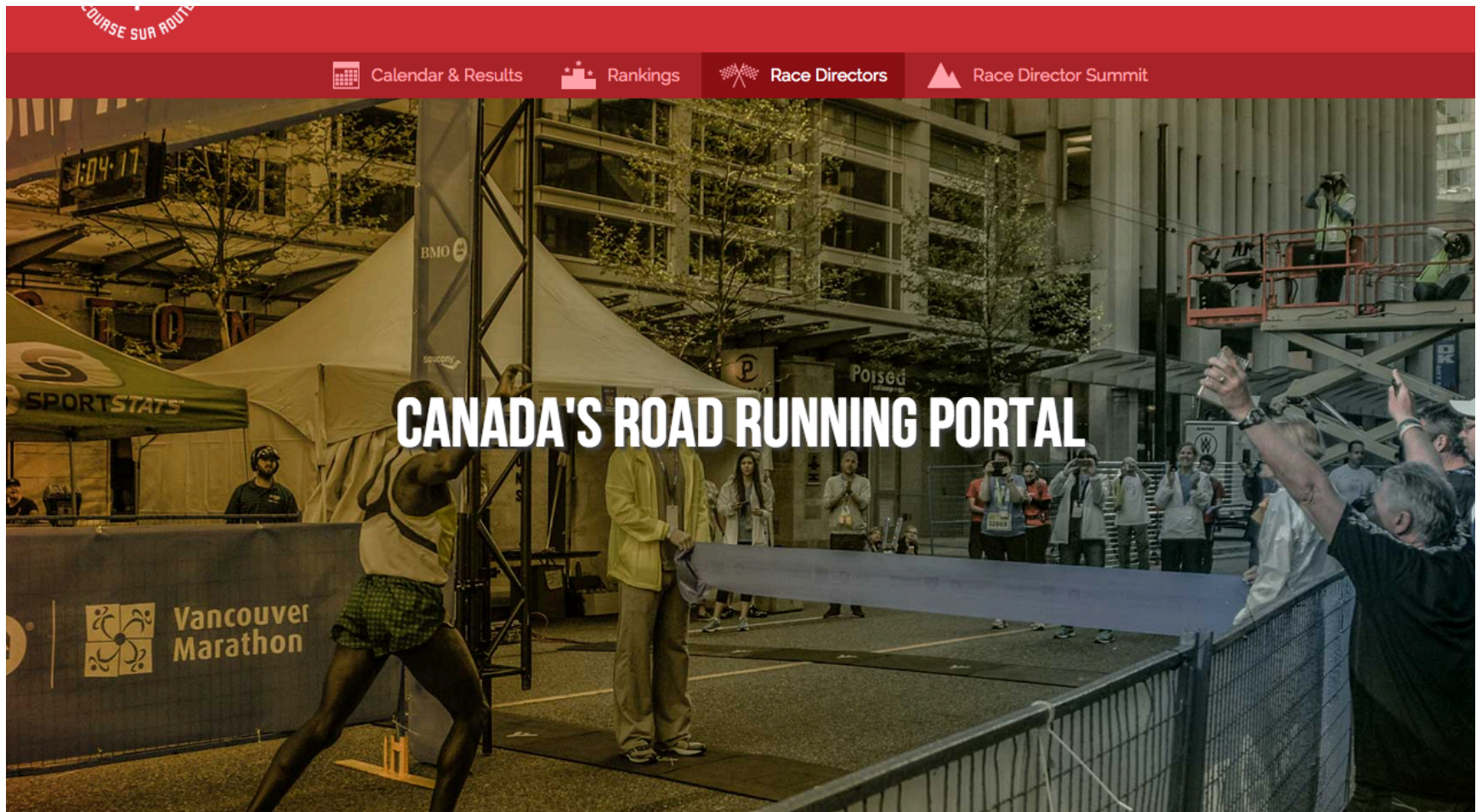


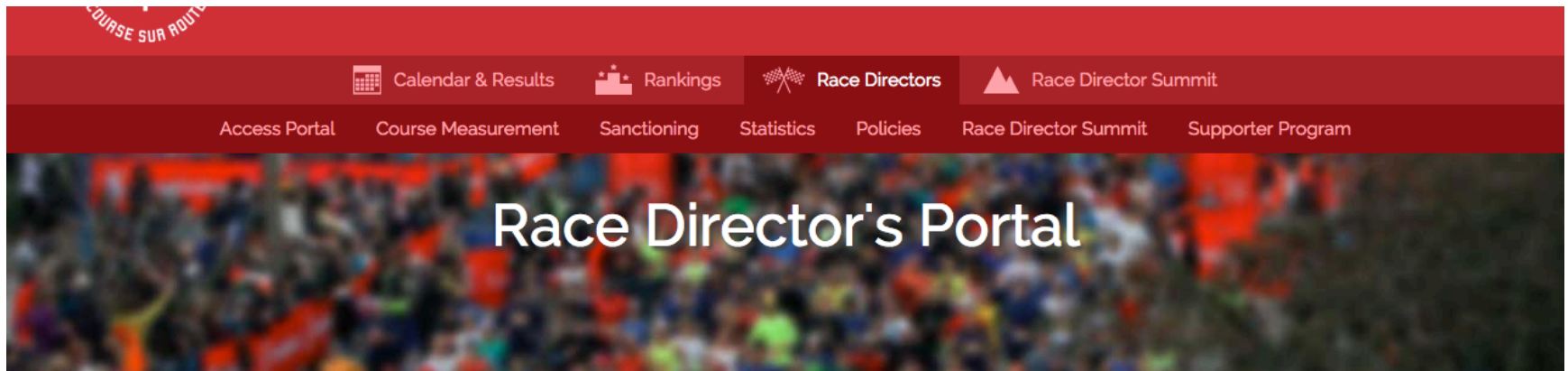
AC Road Course Certification: Online Form Tutorial



Go to www.acroad.ca and click on Race Directors



At the Race Director's page click on Course Measurement



Our aim is to help make your event a success!



Access Portal



Statistics

Helpful links, tools and resources to



Supporter Program

Athletics Canada aims to recognise

You can also click on “read more”
under the Course Measurement icon further down the page



Access Portal

Login >



Statistics

Helpful links, tools and resources to help improve your race.

[read more](#)



Supporter Program

Athletics Canada aims to recognise and support races.

[read more](#)



Course Measurement

Ensure your course is accurately measured, apply for certification! Check to see if your course has been certified and learn about becoming a course measurer.

[read more](#)



Sanctioning and Labelling

Have your race officially recognized! Learn about additional benefits and services which may be available to your race.

[read more](#)



Policies and Guidelines

Download copies of official IAAF and Athletics Canada race regulations, policies and guidelines specific to road running.

[read more](#)

On the Course Certification page click on Manuals and Forms from the menu at left.



Course Certification

Certify Your Course

Find a Measurer

Become a Measurer

Measurer Grading

Certified Courses

Seminars

FAQs

Manuals & Forms

Athletics Canada believes that every runner deserves to run on an accurately measured course. Our course certification program confirms that the advertised a race course distance has been accurately measured according to international standards and the measurement data is reviewed by an accredited certifier.

Course certification provides an opportunity to be able to conduct meaningful comparisons between different race courses for the achievement of personal best performances, as well as ensuring the fair administration of qualifying times and establishment of records. A properly measured course also helps timing companies to position timing equipment at the appropriate location.

The standards for course measurement are jointly established by the Association of International Marathons and Distance Races (AIMS) and the International Association of Athletics Federations (IAAF). The system is managed by experienced course measurers. In Canada, this service is managed under the authority of Athletics Canada.

On-line course certification application is available at our [Manuals & Forms page](#). Contact John Lofranco jlofranco@athletics.ca with questions.

From the Manuals & Forms page click on Online application

Course Measurement

Manuals & Forms

[Certify Your Course](#)

[Find a Measurer](#)

[Become a Measurer](#)

[Measurer Grading](#)

[Certified Courses](#)

[Seminars](#)

[FAQs](#)

[Manuals & Forms](#)

The Measurement of Road Race Courses

Measurement procedures outlined in this booklet are those prescribed by IAAF/AIMS for the measurement of IAAF and AIMS races. The IAAF will only recognise times on courses measured by this system for world records, qualifying times for Championships, etc. All races wishing to apply for an IAAF Road Race Label must have been measured by an approved A or B Measurer.

 [Download Booklet](#)

Forms:


[Online application for Certification of a Road and/or Calibration Course](#)

[Course Measurement Data Sheet \(Download\)](#)

[Steel Taping Data Sheet \(Download\)](#)

[Bicycle Calibration Data Sheet \(Download\)](#)

You are now in the online application!
Click the appropriate answers for a road and/or calibration course



Application for Certification of a Road Course

Course measurers should use this form to submit their measurements to Athletics Canada for certification

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Application Information > Road Course Application > Calibration of Bicycle > Course Layout and Marking > Calibration Course Application > Payment

Are you applying for certification of *

☒ a calibration course (\$15)

☒ a road course (\$50)

Is this an application for recertification of a previously certified course? *

☐ Yes

☒ No

If yes, please give the reason(s) for recertification and the previous certification number.

Person in charge of measurement

Name *

First Last

Fill out the personal information section.

Person in charge of measurement

Name *

John

Lofranco

First Last

Address *

Suite B1-110 2445 St-Laurent Blvd.

Street Address

Address Line 2

Ottawa

Ontario

City State / Province / Region

K1G 6C3

Canada

Postal / Zip Code Country

Email *

jlofranco@athletics.ca

Phone *

613

-

260

-

5580

00-00 00-00 00-00-00

Fill out the information for a road course

ATHLÉTISME

Application for Certification of a Road Course

Course measurers should use this form to submit their measurements to Athletics Canada for certification

- 1 Application Information
- 2 **Road Course Application**
- 3 Calibration of Bicycle
- 4 Course Layout and Marking
- 5 Calibration Course Application
- 6 Payment

Road Course Application

Calibration course info follows road course info if applicable

Course Name *

Distance *

Date of Race *

/ /

MM DD YYYY

Start of Race Location City *

Start of Race Location Province *

End of Race Location City

Page 2 continued

<input type="text" value="Fast 10k"/>		
Distance *		
<input type="text" value="10k"/>		
Date of Race *		
<input type="text" value="10"/>	/	<input type="text" value="18"/>
MM		DD
		/
		<input type="text" value="2016"/>
		YYYY
Start of Race Location City *		
<input type="text" value="Montreal"/>		
Start of Race Location Province *		
<input type="text" value="QC"/>		
End of Race Location City		
<input type="text"/>		
End of Race Location Province		
<input type="text"/>		
Race Director Name *		
<input type="text" value="John"/>		<input type="text" value="Lofranco"/>
First		Last
Race Director Email		
<input type="text" value="john.lofranco@gmail.com"/>		
Race Director Phone		
<input type="text"/>	-	<input type="text"/>
		<input type="text"/>

Page 3 is the bike calibration section

Information

Application

Bicycle

Marking

Application

Payment

Calibration of Bicycle

Did you calibrate the bicycle on a calibration course previously certified by the Athletics Canada? *

☒ Yes

☐ No

If YES, indicate certification number or a copy of the certificate, and map, verifying certification of the calibration course. If NO, you must also complete an Application for Certification of a Calibration Course.

Indicate certification number here:

Copy of certificate

SELECT FILES

Please attach your bicycle calibration sheet

SELECT FILES

Did you include the factor of 1.001 in your calibration constant? *

☐ Yes


☐ No

Summary of measurements

Date of measurement

/ /

MM DD YYYY



Red star means required, but try to fill out as much information as possible

Insert an image here

How many measurements of the course were made?

Names of measurers in addition to primary measurer

Exact length of course

300m

Measurement Data *

SELECT FILES

Difference between longest and shortest measurements

Which measurement was used to establish the final race course?

If there is a problem, the form will let you know!

There was a problem with your submission.
Errors have been **highlighted** below.

Calibration of Bicycle

Did you calibrate the bicycle on a calibration course previously certified by the Athletics Canada? *

☒ Yes
☐ No

If YES, indicate certification number or a copy of the certificate, and map, verifying certification of the calibration course. If NO, you must also complete an Application for Certification of a Calibration Course.

Indicate certification number here:

Copy of certificate

SELECT FILES

Please attach your bicycle calibration sheet

SELECT FILES


Did you include the factor of 1.001 in your calibration constant? *

☒ Yes
☐ No

Summary of measurements

Date of measurement

/ /



Don't forget to attach measurement data files

If measurement was made over several days, please indicate all dates here

How many measurements of the course were made?

Names of measurers in addition to primary measurer

Exact length of course

300m

Measurement Data *

SELECT FILES

This field is required. Please upload a file.

Please attach the Course Measurement Data Sheet found at <http://www.acroad.ca/Directors/CourseMeasurement/Manuals/>

Difference between longest and shortest measurements

Which measurement was used to establish the final race

Now it's attached

How many measurements of the course were made?


Names of measurers in addition to primary measurer

Exact length of course


300m

Measurement Data *

SELECT FILES

 ON-2015-012-DRY Lionhead Golf Course Race 5 km.pdf

- Completed



This field is required. Please upload a file.

Difference between longest and shortest measurements

Which measurement was used to establish the final race course?

Hover over items to see more detail about what the form is asking for
(Orange box on the right)

How far from the curb (edge of pavement) did you measure on curves?

3m

Please answer the following questions:

	Yes	No	Not Applicable
If your course contain pairs of opposite turns (right-to-left or left-to-right) did you follow the shortest diagonal path? If NO, attach a detail of the measured path.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was the shortest diagonal path measured where the course contains pairs of opposite turns (right-to-left, left-to-right)? If YES, attach a detail of the measured path.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Does your course contain any turn-around (double-back) points? If YES, attach a detail of the measured path.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Does your course contain any winding or "S" curved sections? If YES, show by attached example, how you chose the route you measured.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are runners to be restricted to a route longer than the shortest possible route for any portion of the race course? If YES, include details in course description.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Please attach the following documents:

Course Map *

SELECT FILES

No file chosen

List of intermediate splits

SELECT FILES

Course description

The course map need not be to scale but must indicate direction of north. It must be in one colour and fit on 8.5x11 paper. Descriptions of the exact positions of the start, finish, and all turn-arounds relative to permanent landmarks must be included on the map. Details of any restricted portions where cones and

More questions from Page 4

Course description

SELECT FILES

Measured Path

SELECT FILES

Type of course

☐ Loop

☐ Out and back

☐ Point to point

Please specify the number of times the loop/course is to be completed

Straight line distance (in metres) between the Start and Finish (as the crow flies)

Altitude of Course above mean sea level (in metres)

Start

Finish

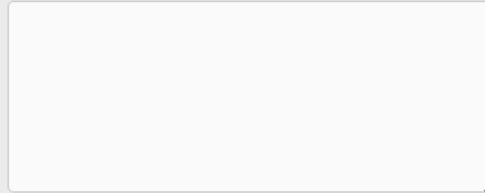
Type of surfaces (check all that apply)

<input type="checkbox"/> Curbed Streets	<input type="checkbox"/> Uncurbed Streets/Roads
<input type="checkbox"/> Concrete Sidewalk	<input type="checkbox"/> Concrete/Brick Streets/Road

Still more questions

- ☐ Concrete Sidewalk
- ☐ Concrete/Brick Streets/Road
- ☐ Paved Bike Path
- ☐ Unpaved Bike Path
- ☐ Single Track Trail
- ☐ Graded Dirt Road
- ☐ Ungraded Dirt Road
- ☐ Gravel Road
- ☐ Undefined Paved Surface
- ☐ Undefined Dirt Surface
- ☐ Undefined Grass Surface
- ☐ Track (curbed or uncurbed)

What is the percentage of the course covered by each surface (e.g. 50% curbed streets, 25% Paved Bike Path, 25% Track)




If your course contains any unpaved sections, please attach a detail of the method(s) used to measure such sections.

SELECT FILES

Measurement Rides

	Yes	No
Did the same person ride the bicycle on both the calibration course and the race course for any given measurement?	<input type="radio"/>	<input type="radio"/>
Were both the calibration course and the race courses DRY during the calibration and measurement rides?	<input type="radio"/>	<input type="radio"/>
Did you perform both the pre-measurement and the post-measurement calibrations and the measurement of the race course in the same 24 hour period?	<input type="radio"/>	<input type="radio"/>

Page 5 Calibration course application



Application for Certification of a Road Course

Course measurers should use this form to submit their measurements to Athletics Canada for certification

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Payment

Calibration Course Application

This is the description of your section break.

Name of Calibration Course *

Length of calibration course (in metres) *

Measurement Data for Calibration Course *

SELECT FILES

ON-2014-132-BDC.pdf - Completed

Please attach the Course Measurement Data Sheet found at <http://www.acroad.ca/Directors/CourseMeasurement/Manuals/>

Date of measurement

/ /

If measurement was made over several days, please indicate all dates here

If you have measured over several days, make sure to include all the dates

If measurement was made over several days, please indicate all dates here

9/5/2015

City of Measurement *

Montreal

Province *

QC

Method used to measure course

Please list team members and duties

Please attach a map of the Calibration course *

SELECT FILES

NS-2015-022-BDC.pdf - Completed

More questions page 5

Was the course measured by Electronic Distance Meter?

☐ Yes

☐ No

If yes, please attach EDM Procedures Sheet

SELECT FILES

If yes, please attach original field notes

SELECT FILES

Was the course measured by steel tape

☐ Yes

☐ No

If yes, please attach steel tape data sheet

SELECT FILES

How much tension was applied to the tape while measuring?

How was the tension maintained?

Was the tape free of any kinks, crimps or splices?

☐ Yes

☐ No

Please describe any kinks, crimps or splices

Circle Check

Now you are ready to submit (button at the bottom of the page)

How much tension was applied to the tape while measuring?

How was the tension maintained?

Was the tape free of any kinks, crimps or splices?

☐ Yes

☐ No

Please describe any kinks, crimps or splices

Bicycle Check

(A) Counts for a full calibration course

(B) Counts for one tape length


Number of full tape lengths (A/B)

Thank you for completing the application for certification of a road/calibration course. Please click submit to pay. We will confirm receipt with you within one business day.

[Previous](#)

Powered by [MachForm](#)

Problem! The field must be a number. The form will tell you what is wrong.



Application for Certification of a Road Course

Course measurers should use this form to submit their measurements to Athletics Canada for certification

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Payment

There was a problem with your submission.
Errors have been highlighted below.

Calibration Course Application

This is the description of your section break.



Name of Calibration Course *

Length of calibration course (in metres) *

This field must be a number.


Measurement Data for Calibration Course *

SELECT FILES


 ON-2014-132-BDC.pdf (822.05 KB) 

Date of measurement

/ /




Make sure you get to this page and pay or your application is not complete!



Your order summary

Descriptions	Amount
a calibration course (\$15) Item price: \$15.00 Quantity: 1	\$15.00
a road course (\$50) Item price: \$50.00 Quantity: 1	\$50.00
Item total	\$65.00
Total \$65.00 CAD	

 **Purchase Protection**
on eligible purchases | [See details](#)
Shop around the world with confidence

Review your information


▼ **Welcome back, John!** [Not John?](#)

Complete your purchase using the details from your last payment, or [make changes](#).

Payment method [Change](#)

CIBC Bank Account x-xx30
PayPal will use Visa XXXX-XXXX-XXXX-XX85 to fund this transaction if your bank does not have enough funds.

Note to seller [Add](#)



Email address
john.lofranco@gmail.com

PayPal password

Pay

[Forgot your password?](#)

► **Don't have a PayPal account?**

(Optional) Join PayPal for faster future checkout

[Site Feedback \(-\)](#)

PayPal. The safer, easier way to pay. For more information, read our [User Agreement](#) and [Privacy Policy](#).

Questions/Help with the form:
email Mitchell Torres
mitchell.torres@athletics.ca or
call 613-260-5580 x3309

