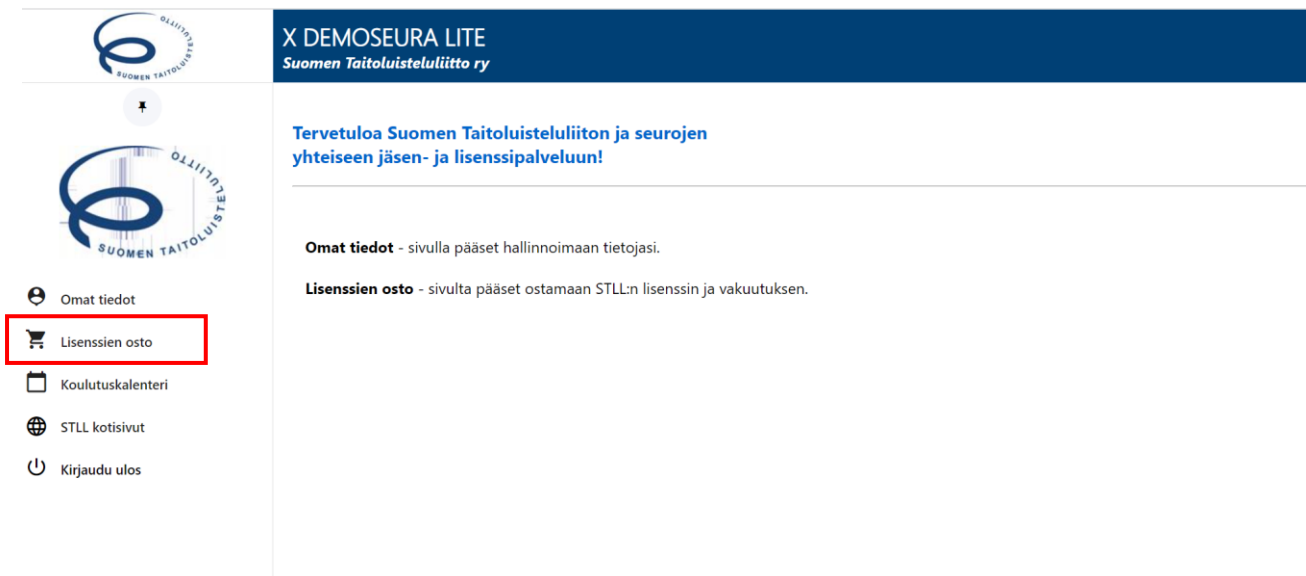


Quick guide for buying a license

1. Go to your club's Hoika page, which you can find [here](#) (write the clubs name and press go) or you can use a direct link in your club's web page.
2. Log in using the skater's username or if you have linked your profile with the skater, you can log in using your own username. First go to the page "omat tiedot" (personal information), check that the information there is correct and fill any missing information. Save your changes by pressing the button "Tallenna" (save) at the end of the page.
3. Start buying the license by clicking "lisenssien osto" (buying a license) on the left.



X DEMOSEURA LITE
Suomen Taitoluistelu Liitto ry

Tervetuloa Suomen Taitoluistelu Liiton ja seurojen yhteiseen jäsen- ja lisenssipalveluun!

Omat tiedot - sivulla pääset hallinnoimaan tietojasi.

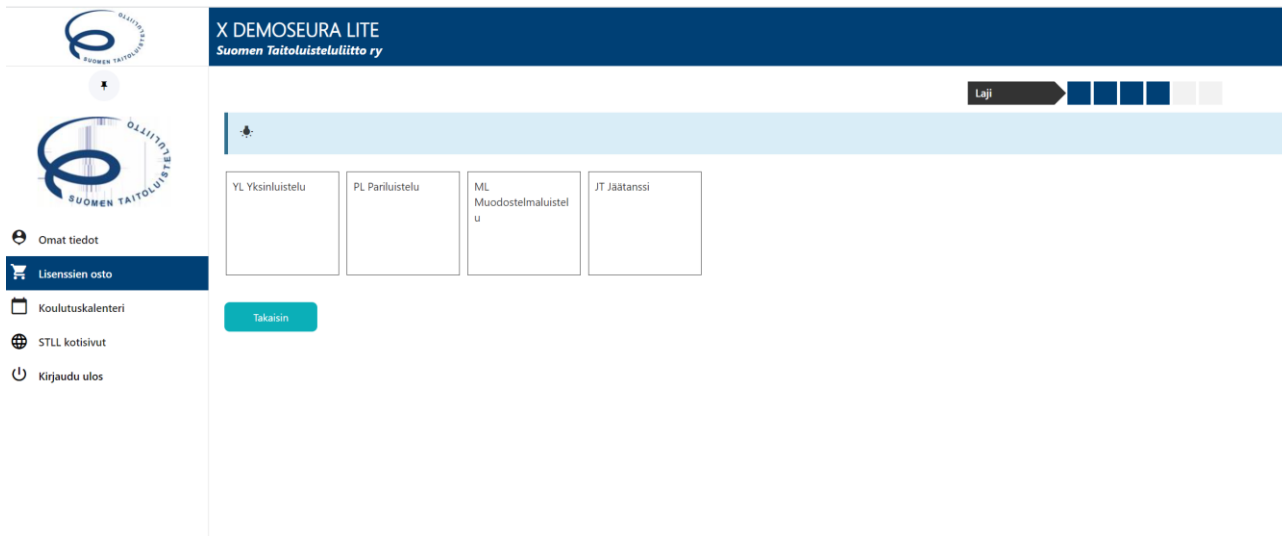
Lisenssien osto - sivulta pääset ostamaan STLL:n lisenssin ja vakuutuksen.

4. Now select for what purpose you are buying a license for. Choose "urheilija" (athlete), if you are buying the license for a skater. Choose "Arvioijat ja kouluttajat" (judge or trainer) if you are buying a license for a judge or trainer. Choose "Valmentajat ja ohjaajat" (coach) if you are buying a license for a coach. Choose "Toimihenkilö muu" (other official) if you are buying a license for a team leader or a team manager or medical personnel.

5. Choose the person, you are buying the license for. This question is only asked if multiple accounts have been connected.

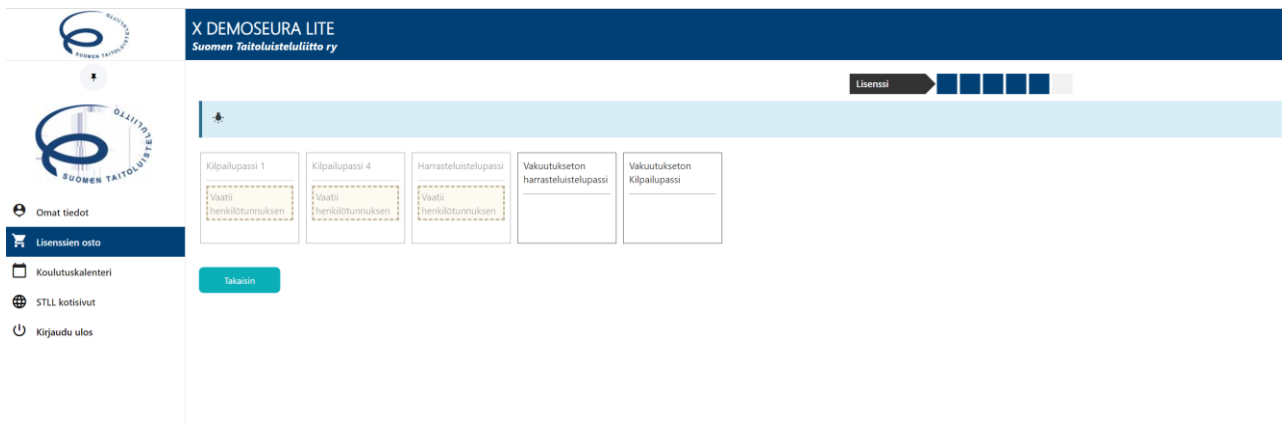
6. Check that the personal information, which is automatically added, is for the gymnast and is correct. Add the missing information. If Hoika suggests information that is not the skater's, you have chosen the wrong user in step 5 or logged in to a wrong account. Start again or log into another account. Hoika will automatically add "Sportti ID" -number, if the skater has had a license before. You don't need to add a Sportti ID number and can leave the space empty if it's not automatically added.

7. Select the discipline you are buying the license for. If you do not know which discipline to choose, contact your own coach.



8. Select the type of the license you need. The system suggests the correct license based on the skaters age. If you do not know the type you need, contact your own coach.

If the license you are looking for is not available here, you have probably already bought the license or selected it before. Go to the page "Omat tiedot" and from there click "lisenssit". You can find the license you have already bought here and also if you have selected a license before but not bought it, there will be button "maksa" from which you can continue to pay the license. A picture for this can be found at the end of the page.



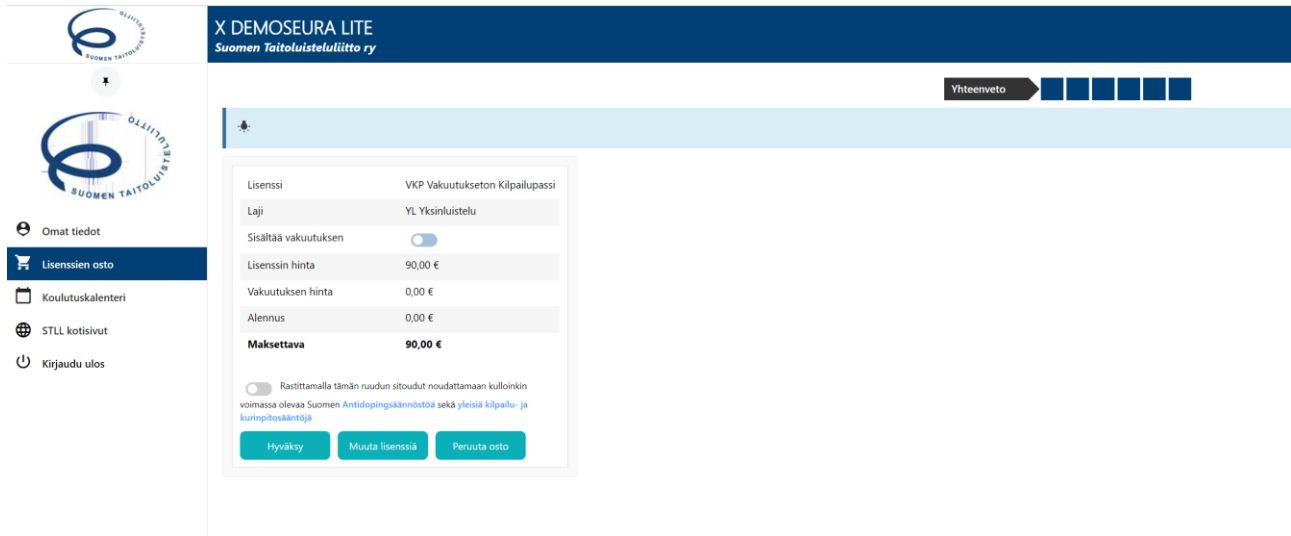
9. Choose if you are buying a license with insurance (Kilpailupassi 1, 2, 3, 4 or Harrasteluistelu-passi) or without an insurance (Vakuutukseton Kilpailupassi or Vakuutukseton Harrasteluistelu-passi).

NB. If a license is bought without an insurance, the skater must have their own insurance that covers competitive figure skating for them to participate competitions under the Finnish Figure Skating Association. Participation without an insurance is not permitted.

You can buy an insurance to accompany the license also afterwards.

10. Check that the information for the license is correct. You can change the license by pressing "muuta lisenssiä" or cancel the process by pressing "peruuta osto".

11. Read "Antidopingsäännöstö" (antidoping code) and "yleiset kilpailu- ja kurinpitosäännöt" (Finnish Figure Skating Association's code of ethics and discipline) and confirm them read.



Lisenssi	VKP Vakuutuksen Kilpailupassi
Laji	YL Yksinluistelu
Sisältää vakuutuksen	<input checked="" type="checkbox"/>
Lisenssin hinta	90,00 €
Vakuutuksen hinta	0,00 €
Alennus	0,00 €
Maksettava	90,00 €

Rastittamalla tämän ruudun sitoudut noudattamaan kulloinkin voimassa olevaa Suomen Antidopingsäännöstöä sekä yleisiä kilpailu- ja kurinpitosääntöjä

[Hyväksy](#) [Muuta lisenssiä](#) [Peruuta osto](#)

12. Press "hyväksy" (accept) and then continue to payment. The license can be paid only with Finnish online banking services.

13. After a successful payment, you can see the license and the insurance by going to the page "omat tiedot" and "lisenssit".

14. If the payment got interrupted you can continue it with the following steps:

1. Open the page "Omat tiedot" on the left side panel
2. Open the page "lisenssit"
3. On the left side of a license that has not been paid for, is a button "maksa". By clicking it, you can move on to the payment page.



FINNISH FIGURE SKATING ASSOCIATION

Quick guide for buying a license

DEMOSSEURA LITE
Suomen Taitoluistelu Liitto ry

Henkilötiedot Oaillistumiset Laskut Koulutushistoria **Lisenssit**

Siirot Lisenssit

TYÖRAIUT

Omat tiedot

Lisenssin osto
Koulutuskalenteri
STLL kotisivut
Kirjautu ulos

	Lisenssin nimi	Laji	Tila	Lisenssi voimassa	Lisenssi voimassa alkaen	Lisenssi voimassa asti	Vakuutettu	Vakuutus voimassa alkaen	Vakuutus voimassa asti	Siirto käynnissä	Vakuutuksen irtisanomispäivä
Matti	Vakuutuseton Kilpailupassi	Yksilöistelu	Maksamatta	Ei	01.05.2023	30.04.2024				Ei	

If you have any troubles, you can contact: teemu.hintikka@stll.fi