

IBU MEMBERCENTER INSTRUCTIONS ON REGISTRATION AND DOCUMENT FLOW 2025-2026 SEASON

September 2025

- This document outlines the registration procedures in the IBU Membercenter and required documentation for the 2025 - 2026 season.
- Please refer also to the „**Procedural Fees Policy 2025–2026**“, confirmed by the IBU EB 176 in June 2025. The policy outlines all fees and deadlines for new registrations, updates, and late entries.

1. GENERAL RULES OF REGISTRATION

1.1. Registration Deadlines (reminder):

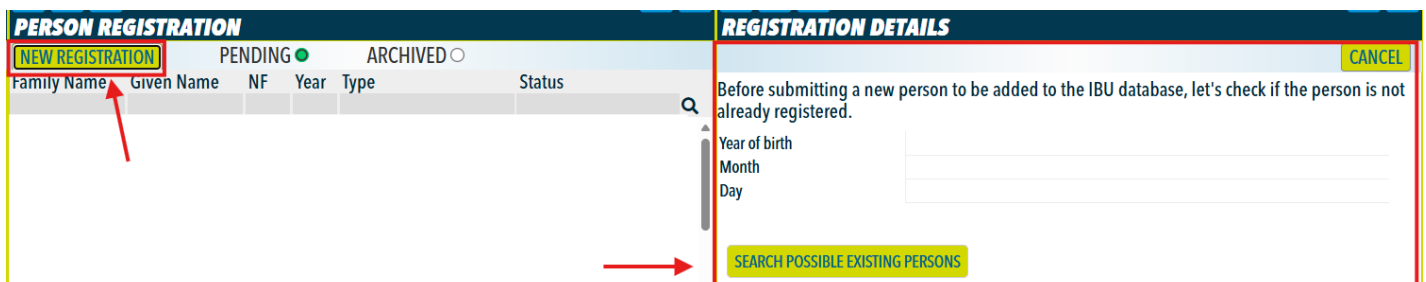
- ✓ **New Athletes:** by October 30th
- ✓ **New Officials:** by November 15th
- ✓ IBU Youth/Junior World Championships (YJWCH) – New Athletes or change from “Basic” to “Full” athlete profile: by February 1st

- **Late registration(s) can be accepted only in justified cases.**

Please contact in writing the IBU Sport and Event Director Daniel Böhm daniel.boehm@ibu.at and in Cc: IBU Project Coordinator S&E Administration Ekaterina Boyarskikh ekaterina.boyarskikh@ibu.at.

1.2. New person in your National Federation

You can now verify if a new person in your National Federation is already registered in the IBU Membercenter or not.



1.1. Uploading documents

If the document has two or more pages, please **merge them into single file** and upload it to the respective field.

1.2. New registration - filling out the form.

- **Family and Given Name(s)** should be written [in full, as in the ID Document!](#)

NOTE: Special characters are not allowed!

- **Preferred Family and Given Names** are data displayed on stadiums and TV screens, as well as in the results and other events documents.

1.3. Outdated profile/documents in the Athlete's or Official's profile – next steps:

- **Passport or EU ID:** Send the new document at ekaterina.boyarskikh@ibu.at.
NOTE: NFs cannot update the identity document themselves.
- **IBU Declaration, Anti-Doping Education Certificate / Biathlon Integrity Certificate:**
Upload a new document to replace the outdated one.

1.4. New Athletes / Officials verification process – next steps to speed it up:

Please complete the following steps and make sure that:

1. Each new Athlete/Official is registered within the deadline specified above (see point 1.1.)
2. The provided document(s) belongs to the registered person.
3. All mandatory documents are submitted (depending on the type of registration).
4. All documents are of good quality and easy to read.
5. The completed anti-doping program is correct (see point 4 below).

NOTE:

1. The registration of athletes may take additional time due to the anti-doping background check. The verification is carried out by the Biathlon Integrity Unit through a request to the relevant National Anti-Doping Organizations.
2. The verification process starts **only** when **all required documents** have been provided.

- 1.5. Please do not hesitate to contact the International Biathlon Union at ekaterina.boyarskikh@ibu.at in case of any questions.

2. ATHLETE REGISTRATION

2.1. New Athlete „BASIC“

Athlete is getting an **IBU ID** and can be registered for **IBU Regional Events**.

Required documents:

- **Passport / EU ID / other identity document** (for athletes before 18 years old) to confirm name, date of birth, nationality and gender.
 - Only citizens of the registering NF's country can be registered;
 - Uploaded copies must be of good quality and readable.
- 2.2. Please do not hesitate to contact the International Biathlon Union at majja.savolainen@ibu.at in case of any questions regarding IBU Regional Events and "Basic" Athlete registration.

2.3. Upgrade from "BASIC" profile to "FULL"

To upgrade from „BASIC“ profile to „FULL“:

1. Upload the **IBU Declaration** and **Anti-Doping Certificate** to the athlete's profile.
2. Once documents are complete, the BIU will conduct an anti-doping background check.
3. Upon approval, the profile will be upgraded to **"FULL"**.

2.4. New athlete "FULL"

Athlete is getting an **IBU ID** and can be registered for all **IBU Events**.

Required documents:

- **Passport / EU ID** to confirm name, date of birth, nationality and gender.
Upload it to the field "Passport or EU ID Card".
- **IBU Declaration (version 2025!) signed by the Athlete and an NF**
Upload it to the field "IBU Declaration".
If an Athlete is under 18 years old, a parent/guardian must also sign the Declaration.
- **Anti-doping certificate** (for more details please check point 3).

The "FULL" registration will be downgraded to "Basic" in case the existing anti-doping certificate is outdated.

3. REGISTRATION OF AN OFFICIAL

Required documents:

- **Passport/EU ID** to verify name, date of birth, nationality and gender.
Upload it to the field "Passport or EU ID Card".
- **IBU Declaration (version 2025!) signed by the Athlete and your NF.**
Upload it to the field "IBU Declaration".
- **Biathlon Integrity Certificate** (for more details please check point 4).

NOTE: Without all three documents Officials are not allowed to get accreditations at IBU Events.

4. ANTI-DOPING CERTIFICATE

An Anti-Doping Certificate is required ONLY for Athletes with the „FULL“ profile.

The following documents will be accepted as proof of a completed Anti-Doping education:

- 4.1. The Certificate can be obtained by successfully completing WADA's e-learning course on the ADEL platform "[International Level athletes Education program](#)". The program is available in different languages.
NOTE: If an Athlete has completed ADEL already once, he/she needs to click on "**Recertification (Renew your certificate)**" to obtain a new certificate. This can be found under the menu of "**My activities**".
- 4.2. A Certificate obtained by successfully completing an Anti-Doping educational program offered by the National Anti-Doping Agency (NADO). This can include either an e-learning tool or an in-person educational session. **Please note** that the program must be approved by the agency and should provide comprehensive knowledge on the topic.
- 4.3. **The validity of the AD Certificate is 2 (Two) seasons**, unless otherwise required by local NADO and specified in its anti-doping education certificates.
NOTE: Certificate can be obtained already from the April 1st and will be valid for the next 2 (Two) seasons until March 31st.

Please do not hesitate to contact the Biathlon Integrity Unit at antidoping@biathlonintegrity.com in case of any questions.



5. BIATHLON INTEGRITY CERTIFICATE

A Biathlon Integrity Certificate is required ONLY for Officials.

- 5.1. The Biathlon Integrity Certificate can be obtained by successfully completing an e-learning course on the BIU platform <https://biathlon.mylearnworlds.com/>
- 5.2. The program is available in three languages: English, German, Russian.
- 5.3. **The validity of the Biathlon Integrity Certificate is 2 (Two) seasons.**
NOTE: Certificate can be obtained already from the April 1st and will be valid for the next 2 (Two) seasons until March 31st.

6. You need to create a new account to renew the certificate.

Please do not hesitate to contact the Biathlon Integrity Unit at katharina.gatterer@biathlonintegrity.com in case of any questions.