



10 JUMPING, HUNTER, EQUITATION & HACK COURSE DESIGNER

10.1 PROMOTION

DATES: October 1st - All applications and log books must be sent to Equestrian Canada – Officials Programs. Late applications will not be accepted. October - Examinations (open book) mailed to applicants. All completed exams must be returned within 30 days. November - Examinations marked and applications reviewed by Equestrian Canada. December - All applicants notified by Equestrian Canada – Officials Programs regarding status for upcoming year.

Failure to return the exam within the 30 days (EC mail out postmark to return postmark) will result in the exam not being accepted.

Successful applicants will be placed on probation for one year before receiving permanent recorded status.

Equestrian Canada – Officials Programs reserves the right to request a further probation period for one year pending more experience.

Decisions of Equestrian Canada – Officials Programs shall be sent in writing to the applicants.

USEF Senior Course designers may officiate at EC-sanctioned competitions provided they are EC Gold Sport License holders.

10.1.1 RECORDED

All applications for recorded course designer status must be sent to Equestrian Canada – Officials Programs and be accompanied by:

1. Names, addresses, and email addresses of three (3) references all of whom must be Gold sport license holders in good standing and one of whom must be a current recognized senior course designer or a senior judge in the division being applied for. The referring senior course designer or judge must send a letter of reference directly to Equestrian Canada – Officials Programs.

All applicants for recorded course design status must:

1. be an EC member in good standing;
2. be 21 years of age or older and hold a current EC Gold Sports Licence;
3. have had course design experience at five competitions, which may be any of the following: (i) official course designer at a minimum of five Bronze competitions; or (ii) shadow course design with a Senior or FEI CD at a minimum of five Gold or Platinum competitions, with a minimum of three consecutive days at each competition; or (iii) any combination of the foregoing to a total of five competitions;
4. have attended a minimum of one (1) Equestrian Canada recognized course design clinic within a two (2) year period prior to applying for recorded status;
5. must have received a pass mark of 80% on the practical portion of the exam.

10.1.2 SENIOR

All applications for senior course designer status must be sent to Equestrian Canada – Officials Programs along with the following:

1. a list of events where the applicant acted as recorded course designer;



2. the name of the course designer at each of these events;
3. reference letters from two senior course designers in the province in which the applicant resides or with whom the applicant has worked, which must be sent directly to the national office by the reference;
4. A Log book; no application will be accepted without the log book.

An applicant for senior course design status must:

1. be an individual EC member in good standing and at least 21 years of age,
2. be a current EC Gold sport license holder;
3. have worked as a recorded course designer at a minimum of seven (7) EC Bronze, Silver or Gold competitions within a three year period, prior to applying for senior status;
4. have attended a minimum of one (1) course designer clinic within the three (3) year period prior to applying for senior status;
5. must have received a passing mark of 80% on the practical portion of the exam.

10.2 MAINTAINING STATUS

10.2.1 RECORDED & SENIOR

All recorded and senior course designers must attend a recertification clinic during the recertification period January 1, 2014 to December 31, 2016. Failure to comply will result in the official losing their current status. For reinstatement, the individual must reapply and meet the requirements of policy 10.1.1.

An official who has allowed his/her license and/or EC membership to lapse for one year will be required to apply for reinstatement at the same level previously held; this application will be reviewed by Equestrian Canada – Officials Programs. The process for application for reinstatement is identical to that for initial application for official status



HUNTER JUMPER OFFICIALS' CLINICS

1. Any person or group may organize an officials' clinic with the approval of EC and the Jumping Committee.
2. Applications for clinic approval must be made in writing to the Officials Department at EC. Applications should be sent at least 3 months prior to clinic date with the following details:
 - a. Date and location
 - b. Clinician
 - c. Agenda and duration
 - d. Cost to participant
 - e. Contact information of organizer
3. Only EC approved clinics may be used to count towards updating or upgrading an official's status.
4. It is mandatory that notice of all officials' clinics is sent to all applicable officials and/or that a notice be placed in EC/JC newsletters to provide sufficient notice to officials of these clinics.
5. Persons organizing the clinic are responsible for providing the names, addresses, and email addresses, phone numbers and EC sport license numbers (if available) of those actually attending on the day to EC within one week of the clinic. Persons registering prior to the clinic and not attending will not receive credit for attendance.
6. The fee for holding an EC Hunter/Jumper approved officials clinic is \$200 for up to 20 participants. For clinics with over 20 participants, an additional \$10 per person will be charged. This fee is payable to Equestrian Canada.
7. Clinicians must hold Senior status in the division(s) in which they are conducting.