



INTERNATIONAL TRAINERS PASSPORT

Overview

The International Trainers Passport (ITP) is administered in accordance with the principles outlined by [The International Group for Equestrian Qualifications \(IGEIQ\)](#). Equestrian Canada (EC) is a voluntary member of the IGEQ, allowing EC's National Coaching Certification Program (NCCP) to be formally recognized and mapped against internationally agreed upon minimum standards. This provides EC the authority to issue ITPs to those holding qualifications on the [List of Eligible Qualifications](#).

Individuals Arriving in Canada (Non-Canadian Residents or Citizens)

Individuals arriving in Canada **must** obtain their ITP from their country of residence **before** departure.

Upon arrival, individuals wishing to coach in Canada must apply to obtain an EC Licensed Coach Status, for which coaching competency will be verified by way of the ITP. In addition to Licensed Coach Status requirements, the applicant will need to be able to provide a current background check from the issuing country and any other countries in which they have resided in the past 10 years. EC can facilitate access to these background checks as required.

Canadian Permanent Residents or Citizens

EC NCCP Certified Coaches

EC NCCP Certified Coaches must obtain their ITP before departing Canada if they wish to coach in another country.

Coaches must hold an [EC Licensed Coach Status](#) and allow four (4) weeks processing time to administer a new ITP or renew a current ITP.

There are no additional fees to administer or renew an ITP; these are included in your Licensed Coach Status. Licensed Coach Status must be renewed annually.

Please visit your ECampus profile using your MyEC login details to request or renew an ITP.

Canadian citizens permanently residing in another country (i.e., paying taxes, etc.), must contact the issuing body of that country to issue an ITP. **Or** they may maintain their EC Licenced Coach Status and ITP with EC if they regularly return to Canada to coach on a temporary basis.

Non-NCCP Certified Coaches

EC will recognize other country certifications through the [Coach Status Program](#) for coaches to coach in Canada. The Licensed Coach Status recognizes coaches with verified expertise, either through formal certification (including other country coaching certifications/qualifications according to the [List of Eligible Qualifications](#)), education or validated practical experience. Applicants should be actively engaged in equestrian instruction and coaching. Licensed Coaches are eligible to be listed EC's national



coaching directory and are permitted to self-declare other qualifications once verified. An ITP is only required if a Licensed Coach permanently residing in Canada is planning on coaching **outside** of Canada.

Non-NCCP Certified Coaches, having arrived from another country, must maintain status with their home federation **or** provide evidence of ongoing professional development consistent with the maintenance of certification policy outlined in the [EC Coaching Program Operations Guide](#) for EC to approve a Licensed Coach Status and/or administer an ITP.