



**PROTOCOLS TO BE FOLLOWED by U.S. RIDERS WISHING TO COMPETE ABROAD
SHOW JUMPING**

Effective December 1, 2009

Suggested Modifications in *bold/italics*

The United States Equestrian Federation (USEF) Show Jumping High Performance Committee and Show Jumping Credentials Committee will oversee the selection process, which process shall be reviewed and approved by the High Performance Working Group and USEF Executive Committee.

I. APPLICATION – Riders must apply to the United States Equestrian Federation (USEF) and receive permission to compete abroad pursuant to USEF GR828. Riders must also be current members in good standing with USEF.

Riders wishing to be considered for all CSIOs and/or CSIs in foreign nations, including Canada, must contact USEF Athlete Services, Gladstone, New Jersey 07934 (908)234-0848 to receive an application (Exception: CSIOs or CSIs that are included in the Show Jumping High Performance Program, for which separate applications are distributed.).

Applications are also available on the USEF website www.usef.org, under Disciplines/International/Athlete Services.

Applications to compete abroad **MUST** be submitted in writing to Athlete Services and received no later than two (2) working days prior to the Nominated Entry date for that event. Applications should be submitted to Athlete Services at least 58 days prior to the start date of the event in question in order for USEF to secure an invitation.

For events for which there is no Nominated Entry deadline, applications **MUST** be received by Athlete Services 30 days prior to the start date of the event.

II. PERSONAL INVITATIONS - Provided the USEF Minimum Criteria to Compete Abroad is met, or a waiver (see Section V, Waivers) has been granted, riders who receive personal invitations from Organizing Committees will have preference over other U.S. riders, except in the case of riders on an official tour of USEF. The definition of a “Personal Invitation” is one that is given by the Organizing Committee to a specific rider either received directly by the rider or by USEF on behalf of the rider. The invitation must be in writing and a copy sent to Athlete Services.

III. ENTRIES - Riders must enter all foreign CSIOs or CSIs through USEF, including those in Canada. Entries for the event in question will be submitted by USEF no later than the entry closing date.

IV. USEF MINIMUM CRITERIA TO COMPETE ABROAD

A. Minimum Criteria to Compete Abroad – Riders must meet at least one of the following USEF minimum criteria in order to compete abroad:

1. Provided he has been actively competing in classes of \$25,000 or more within the twelve month period prior to the closing of Nominated Entries for the event in question,
 - a. Won a Grand Prix at a CSI5*, 4*, or 3* or CSIO5*, 4*, or 3*, or have been the winner of a World Cup Qualifier with their declared horse within the twelve month period prior to the closing of Nominated Entries for the event in question; or
 - b. Participated in Show Jumping at the Olympic Games, World Equestrian Games, or Pan American Games; or
 - c. Placed 1st through 16th in the overall standings of the World Cup Finals.

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2. Be ranked as follows on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question (*Only U.S. Riders will be taken into consideration when determining a rider's ranking on the Rolex/USEF Show Jumping Ranking List*):
 - a. For CSIO5*s and CSI5*s, riders must be ranked 1st to 25th to 20th;
 - b. *For CSIO4*s and CSI4*s, riders must be ranked 1st to 40th;*
 - c. *For CSIO3*s, CSI3*s, and CSI-Ws, riders must be ranked 1st to 50th 30th;*
 - d. For CSIO2*s and CSI2*s, riders must be ranked 1st to 75th 50th;
 - e. For a CSIO*s or CSI*s, the rider and horse need not be ranked on the Rolex/USEF Show Jumping Ranking List, but must have placed 1st through 10th in an open class offering US\$25,000, CAN\$25,000, or 20,000 Euro or more in prize money within the 12 month period prior to the event.

If the class offered prize money in a currency other than US or Canadian \$ or Euros, the currency rate for US\$ as of the first business day of the year will be used throughout the year.

B. USEF Minimum Criteria for Children, Ponies, Juniors, or Young Riders - Riders wishing to compete at CSIO or CSIch-P-J/Ys must meet the minimum criteria established by USEF (see USEF website www.usef.org, Athlete Services or contact Athlete Services for details).

V. WAIVERS - Under extraordinary circumstances, the Show Jumping Credentials Committee may grant waivers to the above criteria. For such consideration, the rider shall comply with USEF GR828 and provide the following information at the time his application is submitted:

- Document the extraordinary circumstances;
- Submit a detailed proven competitive record of the horse/rider combination demonstrating ability to compete at the level required for the event applied for; and
- Indicate the reason he believes the waiver should be issued, at the time of their application.

Exception: Riders wishing to compete in Canadian CSIs in classes higher than 1.45 meters will be required to submit a waiver request unless they are ranked 1st to 50th on the Rolex/USEF Show Jumping Ranking List five weeks before the event in question

Riders wishing to compete in Canadian CSIs in classes up to 1.45 meters do not need a waiver.

VI. SELECTION for OVERSUBSCRIBED EVENTS – Except as noted below, if there are more applications for a CSIO or CSI than invitations, a rider's ranking on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question will be used to select the riders who will be entered.

A. Substitutions – If a selected rider withdraws, the remaining riders who submitted an application in a timely manner for the event or multi-event tour in question will be polled to determine their availability. If all the remaining riders decline, an additional rider who did not submit an application according to the deadline for the event or multi-event tour in question may be selected by the Show Jumping High Performance Committee or appointed subcommittee to take the vacant rider's place. The method used to select this rider will be at the discretion of the Show Jumping High Performance Committee. This method may include, but is not limited to, ranking on the Rolex/USEF Show Jumping Ranking List, recommendation by the Chef d'Equipe, availability.

VII. PRIVATELY FUNDED MULTI-EVENT TOURS BY GROUPS of TWO or MORE RIDERS or ORGANIZATIONS - All groups of two or more US riders or Organizations who wish to schedule a self funded multi-event tour to be held within a period of no more than eight weeks must submit an application to Athlete Services. Applications will be reviewed and approved by the Show Jumping High Performance Committee.

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Applications for events taking place during the time periods listed below must be received by Athlete Services according to the deadlines listed below. The application must include the name, date, and FEI level of the events requested including the name, date, and FEI level of the events listed as second choice and the riders/horses that will participate.

- Deadline of February 15 for events from May – June
- Deadline of April 15 for events from July – September
- Deadline of July 15 for events from October – January
- Deadline of November 15 for events from February – April

If more than one group of riders or Organization apply for all or some of the same event(s), the Show Jumping High Performance Committee will determine which group receives precedence based on the following:

- a) Each group or Organization's average of rider/horse rankings taken from the Rolex/USEF Show Jumping Ranking List 9 weeks prior to the first competition of the multi-event tour.
- b) Recent outstanding performances of horse/rider combinations which have occurred 6 months prior to the first event of the multi-event tour, e.g. winning a Grand Prix at a CSI5*/4* or CSIO5*/4* or a Western European League World Cup Qualifier.

Once a group of riders or an organization which has submitted their application in accordance with the timelines listed above has received approval from the Show Jumping High Performance Committee, they shall be given preference over riders, even those ranked higher, who subsequently submit their applications for the same events prior to the Nominated Entry date. The Show Jumping High Performance Committee or appointed subcommittee may approve later applications subject to availability of invitations, date of application, rank of horse/rider combination, and other considerations.

VIII. WITHDRAWING OF ENTRIES – Riders must notify USEF immediately if they intend to withdraw from an event.

If a rider withdraws more than 3 times without extenuating circumstances from an event at any level in a 12 month period after an invitation request has been made or Nominated or Definite Entries submitted, USEF retains the right to impose penalties according to the policies outlined below.

Extenuating circumstances may include, but are not limited to, the following:

- Illness or injury to rider or named horse (in which case a physician's or veterinarian's note documenting the illness or injury must be received by Athlete Services);
- Loss of form (for which the withdrawal must be approved by the Chef d'Equipe).

A. Withdrawals from CSI*s, CSI2*s and CSIO*s and CSIO2*s - Entry and/or invitation request withdrawals including CSI*s, CSI2*s and CSIO*s and CSIO2*s will be monitored and multiple withdrawals will be reported to the Chef d'Equipe and Show Jumping High Performance Committee, with the exception of withdrawals from events in the United States, Canada, and Mexico.

B. Withdrawals from a CSI3*, CSIO3* or above (the United States, Canada, and Mexico are excluded) after the Nominated and/or Definite Entry Has Been Submitted - If a rider withdraws from a CSI3*, CSIO3* or above (the United States, Canada, and Mexico are excluded) after the Nominated and/or Definite Entry to the Organizing Committee has been submitted by Athlete Services, and there have been no extenuating circumstances as outlined above, he must adhere to the steps below:

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1. Explain their reason for withdrawing either verbally or in writing to the Chef d'Equipe, and receive his approval of their withdrawal (Contact information may be obtained by calling Athlete Services or the Show Jumping High Performance Department at 908-234-0848);
2. Send a written explanation to Athletes Services;
3. Contact the affected Organizing Committee(s) immediately either by phone, email, or letter, apologizing for their action. If by email or letter, Athlete Services must be copied.

C. Penalties for Multiple Withdrawals - If the withdrawal is for any reason other than extenuating circumstances such as those outlined above, *a recommendation may be made to the USEF CEO for the issuance of a Charge against the rider, which may result in the imposition of a suspension, a fine, and/or other appropriate sanction.*

D. Failure to Notify USEF of a Withdrawal - If a rider fails to compete at an event for which they have been entered by Athlete Services and he fails to notify Athlete Services prior to the event and does not have an extenuating circumstance necessitating the withdrawal, the rider may not receive permission to compete in the next two CSIO or CSI events he wishes to enter. The second time within a twelve month period that this takes place, the rider may not receive permission to compete in the next three CSIO or CSI events he wishes to enter, etc.

IX. CANCELLATION OF A TOUR - Cancellation of a tour may preclude the authorization of another tour in the same or the following year by the same individual or organization.