



## REQUIREMENTS FOR PROMOTION

### Hunter and Hunter Seat Equitation Judges

Although the procedures for promotion to 'R' status are outlined in the rulebook under Chapter 10, this guideline may help eliminate any confusion regarding the process.

In accordance with **GR1004.2**, you must be at least a **Senior** active member of USEF as well as a member of USHJA. You must be currently licensed as a Recorded (r) Judge in the divisions you are requesting promotion.

Prior to submitting an Application for Promotion you must have fulfilled the minimum requirements:

**Officiating:** An applicant for promotion must have adjudicated in at least 6 Licensed Competitions during the past 3 years in the division in which he/she is applying. At 4 of the 6 competitions, the applicant must judge "A" rated divisions or sections with Registered Hunter and Hunter Seat Equitation judges who must fill out an evaluation form on the recorded judge. (GR1059.9 & GR1061.8)

- You are to contact the competition management as well as the 'R' Judge with whom you wish to officiate prior to the competition.
- The Recorded 'r' Judges Evaluation form should be given to the 'R' judge along with a stamped confidential envelope. The 'R' judge completes this form and submits it directly to the Federation.
- You do not need to contact the Federation and there is no fee required for the apprentice experiences, but prior permission must be obtained from both the evaluating judges and competition management. Please make sure to introduce yourself to the Steward so they can add you to their report to the Federation.
- You are to follow all the conflict of interest rules listed in GR1304 and GR1038

**Clinic Requirement:** All applicants must have attended a clinic within two years preceding application.

Once you have completed the above requirements, your application for 'R' status may be submitted to the USEF office. When your application, fee and required information is received, it will be processed to determine if all requirements have been met. When verified, questionnaires regarding your experience and abilities will be sent out by the USEF office to those people listed by the applicant.

**Evaluations from References:** At least 15 questionnaires must be returned, 8 of which must be from the current roster of licensed officials or members of the USEF Hunter and USHJA Officials Committees. Staff automatically sends evaluations to every member of these Committees. *NOTE: Do not include members of the Licensed Officials Committee or the relevant breed/discipline committee in your list of reference as they will automatically receive your evaluation. (Committee lists are available on the USEF website)*

- If the required number of questionnaires is received, your application will be presented to the Licensed Officials Committee for consideration. It is at that time that the Committee determines whether or not to grant Registered status. A letter notifying you of the Committee's decision will be sent within approximately two weeks after the Committee meets.
- If the required number of references is not received, you will be notified in writing to submit additional names and addresses to be used as references and your application will be held for one additional meeting. You may contact the Licensed Officials Department within one month of the meeting date to review the number of questionnaires returned.

The Licensed Officials Committee meets three times a year. Meeting and deadline dates for receiving applications in the Federation office are printed in **equestrian** and available on our website.

If you have any questions with regard to procedure, please contact the Licensed Officials Department at (859) 258-2472.







# RECORDED ('r') JUDGE'S EVALUATION FORM

## Hunter and Hunter Seat Equitation

**NOTE:** This form should be returned by the Registered ("R") judge with whom the recorded ("r") Judge officiates during "A" rated hunter sections. "R" judge should mail this form **directly** to the Federation office by fax or in the confidential envelope provided.

### **PART A: TO BE COMPLETED BY THE RECORDED ("r") JUDGE**

Recorded ("r") Judge's Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Name of Competition: \_\_\_\_\_ Comp # \_\_\_\_\_

Date(s) of Competition: \_\_\_\_\_

**PART B: TO BE COMPLETED BY REGISTERED JUDGE.** This evaluation is confidential as per GR1002. Please make additional comments on reverse side. Give specific examples where possible.

Name of Registered Judge: \_\_\_\_\_

"A" rated sections in which the recorded ("r") Judge officiated with you: (Please list)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did the Learner Judge officiate for the entire day:    Yes    No    Number of Days: \_\_\_\_\_

	Excellent	Good	Satisfactory	Unsatisfactory	Has potential but not yet ready for promotion (Explain on reverse)
Hunter Division: General knowledge and ability to judge: conformation	_____	_____	_____	_____	_____
performance and soundness:	_____	_____	_____	_____	_____
H/E Division: General knowledge and ability to evaluate the ride's performance and effectiveness	_____	_____	_____	_____	_____
Knowledge of USEF Rules:					
Hunter:	_____	_____	_____	_____	_____
H/E:	_____	_____	_____	_____	_____
General Rules:	_____	_____	_____	_____	_____

Please complete **BOTH** sides of evaluation

