



REQUIREMENTS FOR ENROLLMENT

Vaulting Technical Delegate

Although the procedures for becoming a United States Equestrian Federation (USEF) licensed technical delegate are outlined in Chapter 10, this guideline may help eliminate any confusion regarding the process.

In accordance with GR1004.1, you must be a Senior Active member of USEF, 21 years of age or over to be eligible to become licensed. Prior to submitting an Application you must have fulfilled the minimum requirements:

Enrollment Requirements: enrollment as a Technical Delegate in the Vaulting Division will not be considered unless:

- a. The applicant is licensed by the FEI in Vaulting, or
- b. The applicant is a licensed judge with American Vaulting Association, or
- c. Have successfully apprenticed at a minimum of one USEF or FEI Vaulting competition within the two years prior to applying for the license.

Clinic Requirement: Attend an approved continuing education clinic for Vaulting Technical Delegates within the two years prior to applying for the license.

Initial Grandfather Process: Current USEF Stewards, TDs and/or Vaulting Officials and current FEI Vaulting Officials who are U.S. citizens will be offered the opportunity to obtain the Vaulting Technical Delegate license. Requirements include attendance at a USEF approved Vaulting Technical Delegate clinic or FEI Vaulting Stewards course along with a written exam. All candidates must apply to the USEF Licensed Officials Committee before 11/30/2011

Application Process

Once you have completed the relevant requirements listed above, your application for 'r' status may be submitted to the USEF office. When your application, fee and required information are received, the application will be processed to determine if all requirements have been met. When verified, confidential questionnaire forms regarding your experience and abilities will be sent out by the USEF office to those people listed on your application and to members of the Vaulting Committee.

Evaluations from References: At least 9 questionnaires must be returned, 3 of which must be from licensed Vaulting Judges or members of the USEF Vaulting Committee. Staff automatically sends evaluations to every member of the USEF Vaulting Committee. *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. The Committee lists are available on the USEF website.*

<http://www.usef.org/IFrames/AboutUs/Committee/Default.aspx>

- 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 recorded 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.

