



UNITED STATES EQUESTRIAN FEDERATION, INC.
SELECTION PROCEDURES
2020 North American Youth Championships
JUMPING

Great Lakes Equestrian Festival | August 4-9, 2020 | Traverse City, Michigan

The following procedures detail the selection process for:

- **North American Pre-Junior Championship (All Zones)**

I. SELECTION SYSTEM

A. Minimum eligibility requirements for an athlete to be considered for nomination to a Team:

- 1. Citizenship:** The athlete must be a U.S. citizen and in compliance with FEI Article 119 (General Regulations, which can be found on the FEI's website at www.fei.org) at the time of application, selection, and until the conclusion of the 2020 North American Youth Championships ("the Event").
- 2. Minimum International Federation (IF) standards for participation:**
 - a. Athlete Ages:
 - i. Athletes wishing to compete in the North American Pre Junior Championship ("NAPJC") must have been born on or between January 1, 2004 and December 31, 2006.
 - b. A horse must be a minimum of six (6) years old for the NAPJC.
 - c. The athlete and horse must be registered and in good standing with the FEI prior to being named to the FEI Nominated Entries and until the conclusion of the Event.
 - d. The horse must have a valid FEI Passport.
 - e. The athlete and horse must comply with FEI Rules for the Event.
 - f. Applicants domiciled outside of the continental United States must meet the Citizenship and Minimum International Federation Standards for Participation outlined in Section I.A.
- 3. Other Requirements:**
 - a. The athlete must be a member in good standing of the United States Equestrian Federation ("USEF") at the time of application, selection, and until the conclusion of the Event.
 - b. The athlete must be a member in good standing of the United States Hunter Jumper Association ("USHJA") at the time of application, selection, and until the conclusion of the Event.
 - c. The horse must be recorded with USEF pursuant to USEF GR1102, and in good standing under USEF rules at the time of application, selection, and until the conclusion of the Event.
 - d. The horse must be Registered with USHJA at the time of application, selection, and until the conclusion of the Event.
 - e. The owner of the horse must be a member in good standing of the USEF at the time of application, selection, and until the conclusion of the Event.
 - f. The owner of the horse must be a member in good standing of the USHJA at the time of application, selection, and until the conclusion of the Event.
 - g. The Zone of each athlete/horse combination is determined by USEF JP 100.5.
 - h. Athlete/horse combinations wishing to compete in the 2020 NAPJC, must have earned the required Certificate of Capability as described below between January 1, 2020 and June 22, 2020.
 - i. North American Pre Junior Championships:
 - a. Each athlete/horse combination must earn a Certificate of Capability by completing a course set at 1.30m or higher with a score of four (4) faults or less.

Athletes shall ensure that USEF receives verification of this in writing by submitting completed USEF Certificates of Capability Form(s) no later than June 22, 2020 to Lynn Lopez, Show Jumping Assistant; llopez@usef.org

- i. Application - Athletes wishing to represent a Zone at the NAPJC must complete and submit an Application online at www.usef.org no later than June 15, 2020. The application fee is \$10 per application. If eligible, athletes may apply for more than one event but must complete and submit an application for each one. **NO APPLICATIONS WILL BE ACCEPTED AFTER JUNE 15, 2020.**
- j. Additional horses may be added to an already submitted application until June 15, 2020 free of charge.
- k. The athlete and parent, if applicable, shall certify by signing the NAPJC or, if applicable, multiple applications, that he has received and read the Selection Procedures for the Event, the USEF Code of Conduct (Attachment A), he understands those documents, and he agrees to be bound by them and the Safe Sport Policy which can be found at <http://safesport.usef.org>.
- l. Once an Athlete has taken part in a Championship Competition for Young Riders and/or Juniors in Jumping, the athlete is no longer eligible to compete in a Championship for Pre-Juniors in Jumping.

B. Qualifying Period The Qualifying period for the 2020 North American Pre Junior Championships Jumping is January 1, 2020 through June 15, 2020. The start date of a competition is used to determine if a qualifying class falls within the qualifying period. For example, if a competition starts on June 15th, and the qualifying class is on June 16th, the class will be included in the qualifying period that ends on June 15th. It is the responsibility of the athlete to verify the accuracy of the NAYC Standings posted on the USEF website. USEF is not responsible for inaccurately reported results. If any errors are detected, athletes are encouraged to contact the USEF office immediately. Errors must be reported no less than five (5) business days prior to the NAYC nominated entry deadline.

C. Provided below is a comprehensive, step-by-step description of the method that explains how athletes will be selected.

- 1. Each Zone's Final Ranking for the NAPJC will be calculated as outlined below. The Zone's NAPJC FEI Nominated and FEI Definite Entries will be submitted in accordance with their Final Ranking.
 - a. **North American Pre-Junior Championships:** The Pre-Junior (CH-N.AM-PJS) standings will be based on money won in the following classes held at 1.25m and above at USEF licensed competitions: Junior Jumper, Open Jumper, as well as Jumper classes offering \$25,000 or more in prize money held at Regional Standard or above. Classes offering more than \$25,000 will be capped at 25,000 points, thus pointed the same as classes of \$25,000. Ties will be decided by determining which athlete/horse combination won the most money in the classes specified above at the height of 1.30m and above, followed by which athlete/horse combination won the most money in the classes specified above at the height of 1.25m followed by which athlete/horse combination won the most money in the classes specified above at the height of 1.20m so on until the tie is broken.

b. Zone Coordinators and Contact Information

Zone 1: TBD

Address

Email:

Phone:

Zone 2: Ralph Caristo

118 Peoples Rd., Saugerties, NY 12477

Email: caristoglenview@aol.com

Phone: (561) 308-0606

Zone 3: Sandra Ruiz

PO Box 1088., Culpeper, VA 22701

Email: SandraSanmar@aol.com

Phone: (540) 219-9943

Zone 4: Kim Land

4355J Cobb Parkway, PMB 301 Atlanta, GA 30339

Email: kland@popeandland.com

Phone: (770) 789-3767

Zone 5: Craig Dobbs

2360 Treesdale Cr., Carmel, IN 46032

Email: wm.craig.dobbs@msgraystone.com

Phone: (540) 219-9943

Zone 6: Patrice Urban

22105 Quail Circle, Elkhorn, NE 68022

Email: purbs1@aol.com
Phone: (402) 689-0669

Zone 7: Kelly Cyphert
8341 Fullerton St. Lantana, TX 76226
Email: kellysue1112@aol.com;
Phone: (940) 367-3381

Zone 8: Tracye Ferguson
18865 W 59th Dr, Golden, CO 80403
Email: mecevent1@cs.com
Phone: (720) 413-9623

Zone 9: Cara Anthony
18804 NE 106th St. Redmond, WA 98052
Email: barn@potcreek.com

Phone: (425) 882-3558

Zone 10: Sally Hudson
1 Ivy St., Monterey, CA 93940
Email: sallyh1@aol.com
Phone: (831) 594-1719

Zone 11: Brendan Ethington
Email: bdethington@me.com
Phone: (808) 226-3900

Zone 12: Dana Eaton
5801 Moose Meadow Lane Circle
Anchorage, AK 99516
Email: eatonequest@gmail.com
Phone (907) 346-3745

1. TBD FEI Nominated Entries:

By no later than TBD, each Zone shall submit a ranked list of up to ten (10) applicant athlete/horse combinations in ranked order of the Zone's Final Ranking for each Event ("FEI Nominated Entries") to USEF.

2. TBD FEI Definite Entries:

After submission of the FEI Nominated Entries but no later than the closing date for the FEI Definite Entries, each Zone shall submit their FEI Definite Entries to USEF in order of the Zone's Final Ranking for each Event.

Each Zone's FEI Definite Entries for the NAPJC shall consist of up to four (4) applicant athlete/horse combinations named to the "Team" plus one Traveling Reserve athlete/horse combination who will compete as an individual.

ZONES WITH ATHLETES ON MORE THAN ONE FEI NOMINATED ENTRIES LIST MUST DECLARE IN WHICH EVENT THEY WILL PARTICIPATE BY THE FEI DEFINITE ENTRIES DEADLINE.

3. Combining of Zone to Form Teams - If a Zone is unable to field a team of at least three athlete/horse combinations, the Zone may apply to USEF to combine with another Zone, which is also unable to field a team. Once all FEI Definite Entries have been submitted, USEF will make the final decision to combine athlete/horse combinations no later than the first Chef d'Equipe meeting.

4. TBD: Declaration of Starters – Once at the Event site, and after the horse inspection, each Zone's Chef d'Equipe will declare the starting order of the athlete/horse combinations on the Team of three (3) or four (4) athlete/horse combinations for the NAPJC as well as the Individuals (maximum of two athlete/horse combinations per Zone unable to field a complete team).

D. Provided in Attachment C are the names of all committees/groups who oversee the selection process, including the name(s) and role(s) of their members. See Attachment C for the list of USHJA and USEF committees, their roles, and list of members.

E. Other Considerations:

A. Prize Money Won in Foreign Competitions - The following policies will be in place for athlete/horse combinations winning prize money in foreign competitions:

- a. Foreign FEI Competitions – Prize money won from FEI foreign competitions will automatically be included in the athlete/horse combination’s money won if the class/s meet or exceed the qualifying criteria and is held within the qualifying period.
- b. Equine Canada National Classes – Prize money from national Equine Canada classes may be included towards the athlete/horse combination’s money won if the class/s meet or exceed the Zone’s qualifying criteria, and are held within the Zone’s qualifying period. However, for this money to be included in an athlete/horse combination’s record, a copy of the prize list (indicating which class is to be counted and the fence height) and the official results from the horse show/event office must be submitted to USEF, Attention Erin Keating, within ten business days following the last date of the competition for the money to count towards the combination’s respective standings.

Money won in foreign FEI and/or national Equine Canada classes and, if applicable, submitted as specified above, will be converted into US dollars at the exchange rate of the last date of the event and noted for that athlete/horse in their Zone’s standings.

B. Horse Substitution Request - Horse Substitution requests from a Zone will only be considered if submitted between June 22, 2020 and the FEI Nominated Entries Deadline (TBD) and only when the Zone has exhausted the list of eligible athlete/horse combinations on the Zone’s Final Ranking. If an athlete’s first ranked horse is not available, the athlete may request to be considered for selection on another horse. Horses submitted for consideration must have earned a Certificate of Capability for the Pre-Junior category though not necessarily as a combination with the athlete.

1. The request must be in writing to Erin Keating, Director Jumping Development Programs; ekeating@usef.org with copies sent to the athlete’s Zone Jumper Committee, Zone Coordinator, and Chef d'Equipe.
2. The request will be reviewed by the nonconflicted members of the athlete’s Zone Jumper Committee or their designees, in consultation with the Zone Coordinator and Chef d'Equipe, if nonconflicted.
3. The request must have the recommendation of the USHJA Executive Committee or its designees, the USEF Jumping Sport Committee or its designees and final approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. In making their recommendation, the USHJA Executive Committee or its designees, the USEF Jumping Sport Committee or its designees shall evaluate the past performance of the athlete and horse, including the ability to jump the size and difficulty of obstacles, the complexity of the course(s) and the required speed to avoid time penalties.

C. Extraordinary Requests – Extraordinary requests from a Zone will only be considered if submitted between June 22, 2020 and the FEI Nominated Entries Deadline (TBD) and only when the Zone has exhausted the list of eligible athlete/horse combinations on the Zone’s Final Ranking.

1. The request must be in writing to Erin Keating, Director Jumping Development Programs; ekeating@usef.org with copies sent to the athlete’s Zone Jumper Committee, Zone Coordinator, and Chef d'Equipe.
2. The request will be reviewed by the nonconflicted members of the athlete’s Zone Jumper Committee or their designees, in consultation with the Zone Coordinator and Chef d'Equipe, if nonconflicted.
3. The request must have the recommendation of the USHJA Executive Committee or its designees, the USEF Jumping Sport Committee or its designees and final approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. In making their recommendation, the USHJA Executive Committee or its designees, the USEF Jumping Sport Committee or its designees shall evaluate the past performance of the athlete and horse, including the ability to jump the size and difficulty of obstacles, the complexity of the course(s) and the required speed to avoid time penalties

II. REMOVAL OF ATHLETES

A. Prior to and after the FEI Definite Entries Deadline, USEF has jurisdiction over athlete/horse

combinations who might participate at the Event: An athlete/horse combination whose name is included on a

Zone's Final Ranking and/or submitted on the FEI Nominated Entries and/or the FEI Definite Entries may be removed for any of the following reasons, as determined by USEF and in accordance with these procedures.

- Voluntary withdrawal. The athlete must advise USEF (Erin Keating, Director of Jumping, Development Programs – ekeating@usef.org) of their withdrawal in writing.
- Violation of the USEF Code of Conduct (Attachment A).
- Violation of the Safe Sport Policy.
- Failure to adhere to all USOPC, IOC, USEF, FEI, USADA and/or WADA anti-doping protocols, policies and procedures including, if applicable, participation in the out-of-competition testing as required by the FEI and/or WADA Rules.

In these procedures, the removal of an athlete is closely related to the process by which they will be substituted. Therefore, the reasons for which an athlete may be removed are thoroughly addressed in Section III. **SUBSTITUTION OF ATHLETE/HORSE COMBINATIONS.**

An athlete removed from the Zone's Final Ranking, FEI Nominated Entries, and/or FEI Definite Entries pursuant to this provision has the right to a hearing per the USEF's Bylaws, Article 703 and USEF General Rules, Chapter 6, GR 605 or USOC Bylaws, Section 9.

B. An athlete may be removed at any time for violation of FEI and/or WADA anti-doping protocol, policies and procedures. In such instances, the adjudication process will be managed through the FEI- Athletes must adhere to all USOPC, IOC, USEF, FEI, USADA and WADA anti-doping protocols, policies and procedures, and may be drug tested. Please contact Steven Morrissey with any questions at: (859) 225-7686 or smorrissey@usef.org.

III. SUBSTITUTION OF ATHLETE/HORSE COMBINATIONS

A. Following is the process by which the substitute pool of athlete/horse combinations will be identified: Each Zone's Final Ranking and/or ranked list of athlete/horse combinations on the FEI Nominated Entries will comprise the pool of substitute athlete/horse combinations for that Zone.

B. Substitute athlete/horse combinations will be selected, should a vacancy occur, according to the following method:

1. **Prior to the FEI Definite Entries:** Prior to FEI Definite Entries, USEF has the discretion to substitute athlete/horse combinations for the reasons set forth in Section II.A.
 - a. Openings, if they occur, whether by voluntary withdrawal or removal, will be filled according to the Zone's Final Ranking and/or ranked list of athlete/horse combinations on the FEI Nominated Entries.
 - b. Any substitution for reasons set forth in Section II.A except by voluntary withdrawal, must have the recommendation of the USHJA Executive Committee or its designees, the USEF Jumping Sport Committee or its designees and final approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
2. **After the FEI Definite Entries and until one (1) hour before the Horse Inspection:** After the FEI Definite Entries and until one (1) hour before the Horse Inspection, USEF has the discretion to substitute athlete/horse combinations on the FEI Definite Entries for reasons set forth in Section II.A. During this time period, Team members may only be replaced by the Traveling Reserve and the Traveling Reserve may only be replaced with a Substitute athlete/horse combination in order of their Zone's Final Ranking on the FEI Nominated Entries. Any substitutions other than voluntary withdraw are subject to the recommendation of the USEF Jumping Sport Committee or its designees and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors physically present at the Venue.
3. **After the Horse Inspection and prior to the Declaration of Starters:**

After the Horse Inspection and prior to the Declaration of Starters, USEF has the discretion to substitute athlete/horse combinations on the FEI Definite Entries for reasons set forth in Section II.A. During this time period, Team members may only be substituted with the Traveling Reserve. Substitutions may only be made for veterinary or medical reasons, subject to the recommendation of the USEF Jumping Sport Committee or its designees and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors physically present at the Venue.

Any substitution for veterinary reasons other than voluntary withdrawal must also have the approval of Competition Veterinarian.

Any substitution for medical reasons other than voluntary withdrawal must also be documented by a Physician.

4. After the Declaration of Starters:

After the Declaration of Starters, USEF has the ability to substitute athlete/horse combinations on the FEI Definite Entries for reasons set forth in Section II.A. During this time period, Team members may only be substituted with the Traveling Reserve. Substitutions may only be made in accordance with Article 14.2 in Annex IX of the FEI Jumping Rules [27th Edition, Effective 1st January 2020] for veterinary or medical reasons, subject to the recommendation of the USEF Jumping Sport Committee or its designees and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors physically present at the Venue.

Any substitution for veterinary reasons other than voluntary withdrawal must also have the approval of a Competition Veterinarian.

Any substitution for medical reasons other than voluntary withdrawal must also be documented by a Physician.

C. Group or committee that will be responsible for making athlete/horse combination substitution determinations:

1. Group or committee that determines the substitution list: The USEF Jumping Sport Committee or its designees and the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
2. Group or committee that determines a substitution prior to and after the FEI Definite Entries: The USEF Jumping Sport Committee and the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

IV. SUPPORTING DOCUMENTS – USEF will retain all approved Selection Procedures and all supporting documents, including evaluation forms and data from the selection process for six months past the final day of the Event.

V. REQUIRED DOCUMENTS – The following documents are required to be properly executed by applicants and are included as attachments:

- Application: <https://athletes.usef.org/> Then click on “Online Applications”
- USEF Code of Conduct (Attachment A)

Applicants will be required to certify that they have received and read a copy of the USEF Code of Conduct and Safe Sport Policy and that they understand the document.

In addition, all persons participating in any decision made pursuant to the Selection Procedures, including but not limited to the USHJA Executive Committee, members of the USEF Jumping Sport Committee and USEF Board of Directors will be required to abide by the USEF Code of Ethics and Conflict of Interest Policy and Safe Sport Policy.

VI. PUBLICITY/DISTRIBUTION OF PROCEDURES – The USEF approved Selection Procedures (complete and unaltered) will be posted/published by USEF in the following locations and will include the USEF approval date:

- USEF website: www.usef.org - These procedures will be posted as soon as possible, but not more than 5 business days following notice of approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
- USHJA website: www.ushja.org – these procedures will be posted as soon as possible but not more than 5 business days following notice of approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
- These procedures will be made available by U.S. mail upon request.

VII. ANTI-DOPING REQUIREMENTS - Athletes must adhere to all USOPC, IOC, USEF, FEI, USADA, and WADA anti-doping protocols, policies and procedures.

VIII. DEVELOPMENT OF SELECTION PROCEDURES –The following committees/groups were responsible for creating these Selection Procedures: USHJA Jumper Working Group, USHJA Executive Committee, USEF Jumping Sport Committee, and the USEF Board of Directors. See Attachment C for list of USHJA and USEF committees, their roles, and list of members.

IX. USEF BYLAWS AND GRIEVANCE PROCEDURES – The USEF Bylaws and Grievance Procedures can be found on the USEF’s website www.usef.org. For more information about USEF grievance procedures contact Emily Pratt at epratt@usef.org. For more information about USOPC grievance procedures, see XI below.

X. INTERNATIONAL DISCLAIMER – These procedures are based on the FEI rules and regulations as presently known and understood. Any change in the selection procedures caused by a change in FEI rules and regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest information available to USEF. However, the selections are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency.

XI. ATHLETE OMBUDSMAN – Athletes who have questions regarding their opportunity to compete that are not answered by USEF may contact the USOPC Athlete Ombudsman’s Office, Kacie Wallace:

- Telephone at (719)866-5000
- Toll free telephone at (888) ATHLETE (1-888-284-5383)
- E-mail at Kacie.wallace@usoc.org
- www.athleteombudsman.org

XII. NGB SIGNATURES

I certify that I have read, understand and incorporated our IF standards/criteria into our Selection Procedures and that the information provided herein regarding Athlete Selection Procedures represents the method approved by USHJA and USEF.

Position	Print Name	Signature	Date
USEF President	Murray Kessler		
USHJA President or ED	Mary Babick		

Any questions regarding these Selection Procedures should be addressed to:

USEF, Attn: Erin Keating, 4001 Wing Commander Way, Lexington, KY 40511