

**UNITED STATES EQUESTRIAN FEDERATION, INC. SELECTION PROCEDURE**  
**2020 US Saddle Seat World Cup Team**  
**for the**  
**International Saddle Seat World Cup-June 14-19, 2020**  
**Parys, South Africa**

The United States Equestrian Federation (USEF) Saddle Seat World Cup Committee will oversee the selection process, which process shall be reviewed and approved by the USEF Board of Directors.

**I. TEAM SELECTION AND INDIVIDUAL COMPETITION:**

**A. Team Selection:**

Six athletes will be selected for each section (3-gaited and 5-gaited) on the 2020 US Saddle Seat World Cup Team (the "Team"). All six of these athletes will compete at the 2020 Saddle Seat World Cup Competition (the "Event"). Riders may be substituted out for rail or pattern work at the discretion of the Coaches. The lineup of riders will be determined by the Coaches at the Event and may change during the Event.

**B. Individual Competition:**

One athlete may be chosen from the pool of applicants for each section (3-gaited and 5-gaited) to compete in Individual Competition, if such competition is offered. The Individual must participate in all required events, including but not limited to, team practices, team presentations at major championships and events, and team fundraising opportunities, with the exception of competing in the team competition.

**II. SELECTION SYSTEM**

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

- 1. Citizenship:** The athlete must be a U.S. citizen at the time of application, selection, and until the conclusion of the Event. The athlete must have a valid U.S. Passport that does not expire until six months after the Event.
- 2. Minimum International Federation standards for participation:**
  - a.** All athletes wishing to be considered for the Team must be at least 14 years of age as of January 1, 2020..
  - b.** Athletes over the age of 17 who wish to be considered for the Team must possess current Amateur certification issued by USEF until the conclusion of the Event (USEF Chapter 13, GR1307).
- 3. Other Requirements:**
  - a.** The athlete must be a current USEF Competing Member in good standing.
  - b.** Application - Athletes wishing to be considered for 2020 US Saddle Seat World Cup Team must submit the following documents to the United States Equestrian Federation (USEF), Attn: Cailin Bridges, National Breeds and Non-FEI Disciplines Sport Department, 4047 Iron Works Parkway, Lexington, KY 40511 or [cbridges@usef.org](mailto:cbridges@usef.org)
    - A completed application and riding resume (Attachment A, online application available through your MYUSEF account);
    - One five-minute video link submitted through the online portal;
    - USEF Code of Conduct (Attachment B);
    - USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment C);

- Saddle Seat Team and Supporter Policies (Attachments D and E); and
- Application fee of \$200

Applications and supporting documents as described above must be submitted online **no later than 5:00 p.m. ET on September 16, 2019** along with a non-refundable application fee of \$200. **NO APPLICATIONS WILL BE ACCEPTED AFTER 5:00 p.m. ET on September 16, 2019.**

- The athlete must certify, by signing the USEF 2020 US Saddle Seat World Cup Team Application (Attachment A), that they have received, read, and assume responsibility for meeting all requirements of the Selection Procedures for the 2020 US Saddle Seat World Cup Team. The athlete and legal guardian/parent, if applicable, shall certify by signing the USEF 2020 US Saddle Seat World Cup Team Application that they have read and received the Selection Procedures, the USEF Code of Conduct (Attachment B), the USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment C), the Saddle Seat Team and Supporter Policies (Attachments D and E) and that they understand those documents, and agree to be bound by them. Additionally, by signing the application the athlete acknowledges receipt of the Safe Sport Policy and other proactive policies, which can be found at <https://www.usef.org/compete/resources-forms/rules-regulations/safe-sport>
- Athletes may only represent and try out for one section of the Team; either 3 or 5-gaited.
- Athletes may have served on a US Saddle Seat World Cup team in the past without any restriction.
- The athlete must attend for the entire duration of the Event.
- The athlete must be available for promotional events when called upon in accordance with GR207.
- The athlete must participate in at least one team practice (possibly two) the year of the Event. (see Section XI for schedule of practice(s)). Athletes will be responsible for travel and lodging expenses for the practice(s).
- Athletes are required to pay the following fees to participate on the Team:
  - \$2,500 participation fee
  - \$50 groom acknowledgement fee for each training session, selection trial and Event
  - \$1,000 per horse (maximum of two) if not supplied by athlete for use at Event when hosted in the United States (see point m below)
- Athletes who make the Team will be provided some team apparel, but will be responsible for purchasing the official ceremony apparel consisting of: team blazer, shirt, and pants.
- Athletes will be required to participate in fundraising activities for Team and Event support throughout the year, if such activities are planned.
- Athletes may be required to participate in volunteer activities throughout the year, if such activities are planned.
- Each athlete will be responsible for supplying two horses for use during the Event, if held in the United States. The athlete may borrow horses to fulfill this requirement. If an athlete is unable to fulfill this requirement, \$1,000.00 per horse will be charged to help offset costs to secure additional horses for the competition.
- Athletes will be required to accept their invitation to the trials within seven (7) calendar days of notification.

At the conclusion of the trials, as outlined in Section IV, athletes selected to represent the Team and participate in the Event will be required to accept their position within seven (7) calendar days of notification.

**B. Provided below is the comprehensive, step-by-step description of the method that explains how athletes will go through the selection process to become team members:**

All athletes wishing to be considered for the Team shall submit a five-minute video link submitted through the online portal and application in accordance with Section II.A.3.b. In selecting the twenty (20) athletes to attend the trials for the 3-gaited section and the twelve (12) athletes to attend the trials for the 5-gaited section, the Selection Committee shall review the application and riding video submitted. The criteria for participant selection is as follows, but not limited to, in no particular order of priority:

- a. Proper attire for your video: Riding habit will consist of jacket with collars and lapels of the same conservative color with matching jodhpurs, a collared shirt, tie, vest, and complementary gloves, jodhpur boots, and derby or soft hat (protective headgear may be worn). Conservative colors for informal riding habits include black, blue, grey, burgundy, green, beige, or brown and may contain herringbone, pin stripes, and other combinations of colors that appear solid. Day coats are acceptable for the video.
- b. Rail work: The rail work shall show correct form along with good horsemanship. Rider demonstrating performance at walk, trot, and canter. In addition to demonstrating the walk, trot and canter, applicants trying out for the 5-gaited section are required to demonstrate riding at the slow-gait and rack in rail work.
- c. Pattern work: Rider demonstrating performance of one or more patterns of their choice. For applicants of the 5-gaited section, slow-gait and rack are not required in pattern demonstrations.
- d. Pattern complexity: Rider demonstrating circles, straight lines on and off the rail, pivots, lead and diagonal changes.
- e. Attention to transitions.
- f. Rider and horse are turned out properly.
- g. Demonstrate good horsemanship and ability to ride multiple horses. It is recommended to ride at least two horses to show your skill.

### **III. SELECTION TRIALS:**

The selection trials will be held on December 6-7, 2019 at William Woods University, in Fulton, MO. The trials will be conducted on borrowed horses. Twenty (20) athletes will be chosen in accordance with Section II.B to compete in the selection trials for the 3-gaited section and twelve (12) athletes will be chosen in accordance with Section II.B to compete in the selection trials for the 5-gaited section.

#### **THREE-GAITED SECTION TRYOUTS**

**The process for choosing the twenty (20) applicants qualified for the 3-gaited section trials is as follows:** Athletes will be selected to the trials from a pool of qualified applicants. Athletes shall submit completed applications and supporting documents/information to USEF (as outlined in Section II, Selection System) for review by an appointed Selection Committee (see Section V.C., Discretionary Selection Committee). The Selection Committee shall utilize the criteria listed in Section II.B to select the athletes for the selection trials.

#### **FIVE-GAITED SECTION TRYOUTS**

**The process for choosing the twelve (12) applicants qualified for the 5-gaited section trials is as follows:** Athletes will be selected from a pool of qualified applicants. Athletes shall submit completed application and supporting documents/information to USEF (as outlined in Section II, Selection System) for review by an appointed Selection Committee (see Section V.C., Discretionary Selection Committee). The Selection Committee shall utilize the criteria listed in Section II.B to select the athletes for the selection trials.

### **IV. SELECTION TRIALS FORMAT**

#### **CLASS CONDUCT**

- a. Athletes will compete on two horses (dependent upon horse availability) during the duration of the riding portion of the selection trials. During the rail work phase, athletes will work at

the walk, trot, and canter (5-Gaited may include slow gait and rack depending on horse availability) both directions of the ring. The selection trials coordinator and USEF staff liaison will divide athletes into groups of sizes deemed manageable with regard to the horses being used for the selection trials.

- b.** Patterns will be executed individually by each athlete on two different horses (dependent upon horse availability). The patterns to be performed will be divided into segments, each of which will have an assigned score. Copies of the patterns approved by USEF will be distributed to the athletes at the drawing of the horses. The order of go for the patterns shall be determined by a draw, to be conducted in conjunction with the athletes' draw of horses.
- c.** There will be absolutely no coaching while athletes are in the main arena and/or are being evaluated by the judging panel. This rule includes both instructors and members of the audience. This rule will be strictly enforced. Violations of this rule may result in the elimination of an athlete and/or the expulsion of the person doing the coaching from the arena. The decision of the USEF Steward, in consultation with the USEF Staff liaison and/or the judges officiating, shall be final.
- d.** The competition coordinator and USEF staff liaison shall determine the number of rail and pattern rides based on horse availability. This will be announced no later than the athletes' draw of horse/order of go assignments, which is typically conducted the day before the first ride of the selection trials.
- e.** Breaks will be scheduled during the day's events. Should time restraints require any adjustments to the set schedule, such changes will be announced by the official Event Announcer as far in advance as possible.
- f.** Competitors will be allowed two five-minute time outs for breakage of equipment or a cast shoe during the selection trials. If in the second time out a replacement cannot be satisfactorily achieved, an emergency alternate horse may be substituted by the host. At the conclusion of the allotted time, the athlete must proceed on either the same horse, the emergency alternate, or withdraw from that phase of the selection trials. An athlete who withdraws will not receive a score for that phase of the selection trials but may continue in the next phase in which they are entered.

## SCORING

- a.** RAIL: Rail work will be evaluated using a numerical system based on a perfect score total of 100 from each judge.
- b.** PATTERN: Each pattern will be divided into segments, which will carry possible score values as determined by the panel of judges and/or US Saddle Seat World Cup Committee (the "Committee") and USEF staff liaison prior to the selection trials. Each pattern will have a total possible score of 100 points from each judge, resulting from the combined total of the segment scores. ORDINAL CONVERSION: The numerical scores given by each judge at the conclusion of each phase (with phase defined as a railwork, or pattern segment) will be converted to an ordinal; with each judge's highest numerical score converting to a '1', the next highest a '2', etc.
- c.** Numerical scores for each ride of every contestant will be announced at the conclusion of the ride with the exception of the final rail ride scores. These scores will only be made public following the announcement of the Team at the Awards Ceremony.
- d.** The grand total score for each athlete shall be a combination of the ordinals awarded by all judges from all rail work and patterns. Those athletes who hold the six lowest cumulative ordinal scores will be named as members of the Team, and will represent the United States at the Event. Athletes will be required to accept their position to participate on the Team within one week of the completion of the trials. If an athlete declines to accept their position, the vacancy will be filled by the athlete who holds the next lowest cumulative ordinal score.
- e.** In the event of a tie, preference will be given to the athlete with the lower combined rail

ordinal scores from all judges. If the above method is not sufficient to break the tie, the lower combined total ordinal scores for the rail work and pattern segments of the competition as issued by one judge determined by the Committee to serve as the Referee shall have precedence. The referee shall be announced prior to the start of the selection trials (traditionally announced when athletes draw for horses, order of go, etc.).

- f. The scoring system to be used will be explained in depth to each judge before the start of the selection trials.

## **JUDGING.**

- a. The athletes are to be judged 50% on rail work (25% on each ride, if two horses are used), 50% on patterns (25% on each pattern, if two horses are used).
- b. Athletes will be scored by a panel of three to five judges. Judges shall be selected from the current USEF Licensed Officials list. It is preferable that all judges hold a Registered (R) designation in Saddle Seat Equitation, although judges holding Recorded (r) designations in Saddle Seat Equitation may also officiate. In rare circumstances, a judge who does not hold current designation from USEF may be utilized. In the event that a judge is unable to begin or complete the scoring of the entirety of the selection trials, USEF reserves the right to amend the number of judges or utilize substitutes. Every effort is extended to maintain the integrity of the scoring and the fairness of the selection trials.
- c. Judges will use the standards from Subchapter EQ-3, Saddle Seat Equitation, in the USEF Rule Book as their guideline for evaluating each athlete. Judges may only call for tests 1-13 (EQ118.1-13).
- d. Judges shall analyze each athlete's form, as well as his/her horsemanship abilities, while keeping foremost in mind the unusual demands of the trials. The format for the trials, which requires competitors to ride horses with which they have little or no familiarity, is specifically designed to parallel the premise of the Event conditions. Further, the format is designed to give judges the opportunity to evaluate each athlete's ability to respond to these unusual demands.
- e. Due to the nature of the horses being donated for the competition, it is possible athletes may have ridden some of the horses used in the selection trials. No rider may compete on a horse which they have owned, trained, or shown within six months of the start date of the selection trial.

## **AWARDS.**

No ribbons will be awarded to competitors in the selection trials. The selection trials will conclude with the announcement of the Team shortly after scores have been tabulated and verified. Certificates of Participation will be presented to each trials finalist.

## **FEEES AT THE TRIALS.**

- a. The USEF Fee of \$16 will be waived for the selection trials.
- b. USEF Membership and Non-Member fees will not apply to owners of donated horses.

## **RESOLUTION OF ISSUES.**

All matters arising in connection with the execution of the selection trials that are not specifically addressed herein shall be decided by the Chief Executive Officer or his designee who may consult members of the US Saddle Seat World Cup Committee in attendance at the trials. Decisions of the CEO or his designee in such matters shall be final.

## **V. DISCRETIONARY SELECTION APPLICANTS**

**A. Rationale for utilizing discretionary selection:** Discretionary selection is used to field the best team

possible for the Event.

**B. Discretionary criteria and explain how it will be used:**

1. See Section II

**C. Discretionary Selection Committee:**

1. **Names of the committee(s) that will be responsible for discretionary selection:**

An appointed Selection Committee for the 3-gaited and 5-gaited sections will be made up of three (3) members and an alternate who will take the place of a Selector should a conflict of interest or a substantial appearance of a conflict of interest be identified. Members on the Selection Committee may not have instructed, coached, or tutored any applicants, acted as agent or consultant with regards to the purchase, sale, or lease of a horse, with or without pay, commencing thirty (30) days prior to the application deadline and ending thirty (30) days following selection of the Team. No one may contact a Selector for the purpose of discussing anything related to the Team selection.

2. **List of the members of the committee(s), their titles and their NGB role that qualifies them to serve in this capacity:**

Three-Gaited Selectors

Selector 1: Christy Parker  
Selector 2: Martha Rattner  
Selector 3: Kent Swalla  
Alternate: Gayle Lampe

Five-Gaited Selectors

Selector 1: James Cherry  
Selector 2: Marilyn MacFarlane  
Selector 3: Matthew Roberts  
Alternate: Francis (Gary) A Garone

Six individuals; three for each section, (the “Selectors”) shall be appointed by the USEF Board of Directors; upon the recommendation of the USEF Saddle Seat World Cup Committee Chair. The Selectors are subject to and bound by the USEF Code of Conduct (Attachment B) and Code of Ethics and Conflict of Interest Policy (Exhibits A, B, C), Safe Sport Policy, and other proactive policies. The Selectors are Senior Active Members in good standing of USEF, who are also USEF Licensed Saddle Seat Equitation or Recognized Breed judges and who are knowledgeable and experienced in Saddle Seat Equitation.

**D. The names of all committees/groups who oversee the selection process, including the name(s) and role(s) of their members (see Attachment G):**

The USEF Saddle Seat World Cup Committee will oversee the selection process, which shall be reviewed and approved by the USEF Board of Directors

**E. Other Considerations:**

**Medical Request:** In the event of illness or injury, athletes may be required to submit to a medical examination by physician(s) approved by the USEF Board of Directors at any time during the selection process for the purposes of determining the athlete’s ability to compete at the Event, which is the subject of the selection. Failure to submit to such examination may result in the removal of the athlete from the selection process by the Selectors upon the recommendation of the USEF approved physician(s) and the USEF Saddle Seat World Cup Committee, National Breeds & Disciplines Council and subject to the approval of the USEF Board of Directors. Following the examination, should the USEF approved physician(s) find the applicant to be unfit to compete, the athlete will be removed from the selection process at the recommendation of the USEF Saddle Seat World Cup Committee, National Breeds & Disciplines Council and with the approval of the USEF Board of Directors.

## **VI. REMOVAL OF ATHLETES**

### **A. USEF has jurisdiction over potential team members:**

An athlete who is selected to the Team may be removed from the Team for any of the following reasons, as determined by USEF and in accordance with these procedures:

- Voluntary withdrawal. An athlete must submit a written letter to the USEF CEO.
- Injury or illness as certified by a USEF approved physician (or medical staff). If an athlete refuses verification of their illness or injury by a USEF approved physician (or medical staff), their injury will be assumed to be disabling and they may be removed.
- Violation of the USEF's Code of Conduct (Attachment B).
- Exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event, but only with the approval of the Coaches and with the unanimous approval of the Selectors.
- Failure to adhere to USEF policies and procedures.
- Failure to comply with the USEF Safe Sport Policy and other proactive policies.

An athlete removed from the Team 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.

## **VII. SUBSTITUTION/REPLACEMENT OF ATHLETE**

### **A. Following is the process by which the replacement pool of athletes will be identified:**

Six athletes will be selected for each section (3-gaited and 5-gaited) who hold the six lowest cumulative ordinal scores at the trials as described in Section IV. One athlete may be selected for each section (3-gaited and 5-gaited) to represent the Team in individual competition at the Event. The lineup of riders will be determined by the Coaches at the Event and may change during the Event. For athlete substitution/replacement, the lineup of riders will be pulled from the Trials event.

### **B. Substitution/Replacement athlete will be selected, should a vacancy occur, according to the following method:**

1. USEF has the ability to substitute athletes on the Team for the reasons set forth in Section VI.

Openings, if they occur, whether by voluntary withdrawal or removal from the Team, will be filled according to the next highest score from the Trials in that section.

Any substitution other than voluntary withdrawal shall be unanimously recommended by the Coaches of the US Saddle Seat World Cup Team and shall have the approval of the Chief Executive Officer or his designee.

Any substitution for medical reasons other than voluntary withdrawal must be documented by a physician(s) approved by the USEF Board of Directors.

### **C. Group or committee that will be responsible for making athlete substitution/replacement determinations:**

1. **Group or committee who determine a substitution/replacement to the Team:**
  - a. **Prior to travel to the World Cup Competition:** USEF Saddle Seat World Cup Committee, USEF National Breeds & Disciplines Council, USEF CEO, USEF Board of Directors.
  - b. **During the World Cup Competition:** Current ISSEA rules will prevail.

**VIII. SUPPORTING DOCUMENTS** - USEF will retain all approved Selection Procedures and all supporting documents, including evaluation forms and data from the selection process for a period of six months following the date of the Closing Ceremonies of the Event.

**IX. REQUIRED DOCUMENTS** - The following documents are required to be properly executed by applicants as a condition of nomination for the Event and are included as attachments:

- Application (Attachment A is an example of the online application)
- USEF Code of Conduct (Attachment B)
- USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment C)
- Saddle Seat Team and Supporter Policies (Attachments D and E)
- Safe Sport Policy (Attachment F)
- Committee Listing (Attachment G)

Applicants will be required to certify that they have received and read a copy of the USEF Code of Conduct (Attachment B) and the USEF Safe Sport Policy (Attachment F) and that they understand these documents and agree to be bound by them. In addition, all persons participating in any decision made pursuant to the Selection Procedures including but not limited to the Selectors, USEF Saddle Seat World Cup Committee, National Breeds & Disciplines Council, and the USEF Board of Directors, will be required to abide by the USEF Code of Ethics and Conflict of Interest Policies (Attachment B).

Reference is made to the attached USEF Code of Ethics and Conflict of Interest Policies for a full and accurate statement of the requirements of that policy. In particular, however, no individual may participate in a particular phase of the selection process if, after full disclosure, the individual is found by the applicable committee to have a disqualifying conflict of interest in the particular phase of the selection process in question per the attached USEF Code of Ethics and Conflict of Interest Policy.

**X. PUBLICITY/DISTRIBUTION OF PROCEDURES** - The Selection Procedures (complete and unaltered) will be posted/published by USEF in the following locations:

- USEF website: [www.usef.org](http://www.usef.org) - These procedures and the application will be posted as soon as possible, but not more than 5 business days following notice of approval by the USEF Board of Directors.
- Other: The Procedure and Application Packet will also be available by mail upon request.

**XI. MANDATORY TRAINING** – A mandatory team training session will be scheduled based on coach and athlete availability. If necessary, a second training session may be scheduled depending on the needs of the Team. The athlete must commit to be available for practice when submitting application. Any absence from practice must be for extraordinary circumstance only and approved by the USEF Saddle Seat World Cup Committee. Otherwise, an absence will constitute voluntary withdraw from the Team.

**XII. DEVELOPMENT OF SELECTION PROCEDURES** - The following entities were responsible for creating these Selection Procedures: USEF Saddle Seat World Cup Committee Chair, USEF Legal Department, USEF CEO, USEF Board of Directors.

**XIII. USEF BYLAWS AND GRIEVANCE PROCEDURES** - The USEF Bylaws and Grievance Procedures can be found on the USEF's website [www.usef.org](http://www.usef.org).

**XIV. ATHLETE OMBUDSMAN** - Athletes who have questions regarding their opportunity to compete that are not answered by USEF may contact the USOPC Athlete Ombudsman: Kacie Wallace by:

- Telephone at (719) 866-5000
- Toll free telephone at (888) ATHLETE (1-888-284-5383)
- E-mail at [kacie@usathlete.org](mailto:kacie@usathlete.org)
- <https://www.teamusa.org/Athlete-Resources/Athlete-Ombudsman>



**XV. SELECTION DISCLAIMER** - 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.

**XVI. FUNDING DISCLAIMER** - Selection to the 2020 US Saddle Seat World Cup Team does not guarantee that funds will be available to send a team.

**XVI. DISCLAIMER** - See Attachment C – USEF Release, Assumption of Risk, Waiver and Indemnification.

Approved by the USEF Saddle Seat World Cup Committee Chair on Monday, April 15, 2019.

Approved by the USEF Board of Directors on DAY, DATE.

Any questions regarding these Selection Procedures should be addressed to Cailin Bridges, National Breeds and non-FEI Disciplines Sport Department, 4047 Iron Works Parkway, Lexington, KY 40511 or [cbridges@usef.org](mailto:cbridges@usef.org)