Name of Applicant (print): __________________________________________ USEF ID: ______________
Name of Official (print): __________________________________________ USEF ID: ______________
Competition Name: ________________________________________________
Competition Location and Date: _______________________________ Competition ID: ______________

Select the levels that apply and the number of tests apprenticed:

☐ Beginner Novice ______  ☐ Novice ______  ☐ Training ______  ☐ Modified ______
☐ Preliminary ______  ☐ Intermediate ______  ☐ Advanced ______  ☐ CCI1* (S or L) ______
☐ CCI2* (S or L) ______  ☐ CCI3* (S or L) ______  ☐ CCI4* (S or L) ______  ☐ CCI5* (S or L) ______

I. Criteria for Level

Understands criteria for levels, including gaits, movements, and figures.

☐ Criteria Met

☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)

☐ Not Met (if not met please give a detailed explanation as to why)

Comments: ____________________________________________________________
__________________________________________________________

II. Collective Marks

Understands terminology/vocabulary relative to all collective marks for gaits, understands regularity and freedom, understands components of impulsion for the level, understands components of submission, and understands the correct seat and the effect of the aids.

☐ Criteria Met

☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)

☐ Not Met (if not met please give a detailed explanation as to why)

Comments: ____________________________________________________________
__________________________________________________________
III. Judging Skill/Methodology

Ability to keep up with performance, methodology (dealing with the most important aspect or essence in each movement, arriving at the basic score value, treatment of modifiers), consistent evaluation of basic in every movement.

☐ Criteria Met
☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)
☐ Not Met (if not met please give a detailed explanation as to why)

Comments:  
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

IV. Scoring and Placement

Relative placement of horses within a division, scores within standard, use of scoring range.

☐ Criteria Met
☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)
☐ Not Met (if not met please give a detailed explanation as to why)

Comments:  
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

V. Comments

Matching of scores and comments, correct use of standard vocabulary, gives sufficient comments, makes constructive and useful comments, and writes a short and meaningful summary, which emphasizes the most important aspects of the test.

☐ Criteria Met
☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)
☐ Not Met (if not met please give a detailed explanation as to why)

Comments:  
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
VI. Officials Values/Behavior

Carefully listens to others to gain a full understanding of the issues. Exhibits a courteous, conscientious, and business-like manner in all work-related activities, and when communicating with others. Acts for the spirit of the sport without regard to convenience or self-interests. Cooperates with others to accomplish common goals, treats others with dignity and respect, and maintains a friendly demeanor. Understands and responds non-judgmentally to different ideas and individuals, using negotiation and persuasion to mobilize others toward a common goal. Communicates confidentially and clearly information including intended outcomes and foreseeable risks. Is open and honest in these communications and is considered trustworthy and dependable.

☐ Criteria Met

☐ Partially Met (if partially met please give a detailed explanation as to the areas not met)

☐ Not Met (if not met please give a detailed explanation as to why)

Comments: __________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Please make specific comments on the applicant’s performance that will confirm your decision either to recommend or not recommend him/her. Do not hesitate to continue on an additional sheet of paper.

____________________________________________________________________________________

____________________________________________________________________________________

☐ Recommend ☐ Do Not Recommend

Official’s Signature and Date: ____________________________________________________________

Apprentice’s Signature and Date: _____________________________________________________________________

The judge will complete and sign the form and give a copy to the apprentice. The apprentice is responsible for uploading the completed and signed form to their licensing checklist on the USEF website.