



## **AMATEUR RECLASSIFICATION PROCEDURE FOR CHANGING FROM PROFESSIONAL TO AMATEUR STATUS**

UNITED STATES EQUESTRIAN FEDERATION - ALL THINGS EQUESTRIAN

Federation rules state that a professional continues to be such until he/she has received amateur status by a vote of the Hearing Committee. Any professional who wishes to be reclassified as an amateur on the grounds that he/she no longer engages in the activities which made him/her a professional must notify the Federation in writing. Please refer to Chapter 13, GR1306 and GR1307.

If you have specific questions regarding your eligibility for this process and/or amateur status you can email specific questions about your activities or any questions regarding the amateur/professional rules to [amateurinquiry@usef.org](mailto:amateurinquiry@usef.org).

**It is important that you understand that you must cease all professional activities for at least 12 full months before applying for Amateur Reclassification.**

**The paperwork outlined below may not be submitted prior to the 12 month timeframe; it must be submitted and dated at least one year from when you ceased professional activities. If it is submitted prior to the one year timeframe, you will be asked to re-submit any pre-dated/signed documents.**

Before we can initiate the process, the Federation must receive the following:

- A signed and notarized letter from you requesting reclassification to amateur status and outlining the horse related activities which made you a professional (being sure to include specific dates) as well as outlining any horse related activities you have been involved with within the 12 month period (or longer) since the professional activities ceased. In addition, include what employment or other activity you have been involved with in the last year which may be replacing your “professional” horse career. If you have never participated in any professional activities under the rules please indicate this in your letter and specify what participation you have had in the sport.
- Two (or more) notarized letters from Senior Active USEF members stating their relationship with you and testifying that you have not engaged in any activities for the 12 month period preceding such written notification which would make you a professional.
- A processing fee of \$50.00.
- Signed Amateur Status, located on USEF membership application. You can complete this requirement by renewing your membership and selecting amateur status (note that you will not be granted amateur status until this process is complete) or if you are a current active member who holds professional status, you can print a membership application and sign the signature line as well as select Amateur Status.

**The Federation must receive original copies of the notarized letters. Faxed or emailed letters will not be accepted.** Once proper and complete documentation is received, it will be presented to the Hearing Committee for approval. **Please be advised that the typical wait time from when the Federation receives your completed request to when you receive the written ruling is between 3-5 weeks.** Be sure to plan accordingly when submitting your documentation as we may not be able to accommodate last minute requests.

**Please note that you may not compete as an amateur while your reclassification request is pending. You must wait to receive the written ruling from the Hearing Committee.**

Please forward all information regarding this matter to the address below.

**United States Equestrian Federation, Inc.  
c/o Regulation Department  
4047 Iron Works Pkwy  
Lexington, KY 40511**