



CALIFORNIA STATE HORSEMEN'S ASSOCIATION INCORPORATED

JUDGES' LICENSING PROCEDURES

Drill Team – English – Gymkhana – Parade - Trail Trials – Western

- A. Applicants must be at least 18 years of age and a member in good standing with CSHA as an Individual Senior, Family or Life member.
- B. Send a completed application to the Judges Commission Chairperson accompanied by a nonrefundable fee of \$50.00 per discipline.
- C. Applicants must junior judge under currently licensed CSHA senior judges in the selected discipline (s).
- D. Drill Team, Gymkhana, Parade and Trail Trials are not required to judge independently.
- E. All applicants must have one junior judging experience outside the applicant's home region.
- F. No junior judging is permitted at state championship events. Exception: Drill Team.
- G. Discipline Requirements:

1 English/Western

- a. Applicants are required to judge 5 shows independently within 2 years prior to applying for a license.
 - 3 of the 5 shows must relate to the selected discipline, i.e. English or Western.
 - If available, provide premium lists of any independent judging events.
- b. Applicable to both **independent** and **junior** judging for English and Western.
 - English shows must include over fences in addition to **hunter hack**, as well as flat classes.
 - English shows must include **hunter** and **jumper** classes, as well as flat classes.
 - Western shows must include **trail** and/or **reining** classes, as well as rail classes.
 - Combined shows must have **trail** and/or **reining** classes for Western portion and **over fence** classes must be **hunter, jumper, or equitation over fences** rather than just hunter hack for English portion.
 - All of the above events must have a minimum of 3 exhibitors.

- c. Applicants seeking both an English and Western license junior judging with a judge licensed in both disciplines at a combined show may count that show as just one judging for either the English or Western license.
- d. Applicants must junior judge 3 different events under 3 different CSHA senior judges.
- e. If an event has more than one judge, applicants must claim the CSHA senior judge, if possible, as the senior judge reference for that event.
- f. Applicants who currently hold a similar license with a nationally recognized association may apply for a waiver of the junior judging requirements.
- g. Applicants must provide premium lists of the events they have junior judged in which the number of riders/handlers in each class judged are included.

2 Gymkhana

- a. Applicants must junior judge at 3 different events 2 of which must be approved Gymkhana events.
- b. Applicants may use the same CSHA senior judge for 2 events.

3 Trail Trials

Personal references shall include the applicant's Region or State Trail Trials Chair.

- a. Prior to submitting an application:
 - Obstacle Judge at least 5 obstacles at a CSHA Sanctioned Trail Trial.
 - 2 of the 5 obstacles may be at the same event provided they are significantly different, i.e. judging an uphill and then a downhill would be too similar but judging a water crossing and an uphill would be acceptable.
 - Serve as Ride Manager for a CSHA Sanctioned Trail Trial, including participation in the pre-ride with the Senior Judge.
 - Qualify two times within the last three years for the CSHA State Championship Event.
- b. After an application has been submitted and the Chairperson has provided personal reference forms to the applicant:

- Junior judge, at 3 different events under the tutelage of a Senior Judge, performing a significant role in making decisions that would be required in the role of a Senior Judge.
 - Applicants may use the same CSHA Senior Judge at 2 different events.
 - At least one event must be outside the applicant's home region.
 - Only one Junior Judge Applicant may serve at any one event.

- See Judges Commission Rules regarding Junior Judges Section 3.1.7

4 Drill Team

- a. Applicants must junior judge at the CSHA Drill Team competition in California under a CHSA senior judge.

- b. Applicants should attempt, if possible, to junior judge at 2 other events which may be non-CSHA Drill Team competitions with a recognized Drill Team senior judge.

5 Parade

- a. Applicants must junior judge at 3 different events.

- b. Applicants may use the same CSHA senior judge for 2 events.

JUDGES COMMISSION PROCESS

- A. The Chairperson of the Judges Commission will review applications for completeness and verify membership status with the State Office. If there are membership issues and/or applications are incomplete, the Chairperson will notify applicants of said issues and will return uncompleted forms.
- B. Once the application and membership requirements are satisfied, the Chairperson will send personal reference forms to the individuals listed by the applicants which are to be returned directly to the Chairperson.
- C. Applicants will receive from the Chairperson, senior judge and ride/show management forms which are to be sent directly to the Chairperson by the individuals providing the references.
- D. The Commission will review applications and references at its next regularly scheduled meeting.
 - 1 If approved, applicants will be invited to test at the next regularly scheduled meeting of the Commission. The Commission reserves the right to decline to test at a specific meeting due to schedule conflicts and/or constraints.
 - 2 If not approved, the Chairperson will communicate the Commission's decision to applicants in writing.
- E. All applicants must pass a written test, with a minimum score of 85% and an oral test.
 - 1 The oral test is only administered after applicants have successfully passed a written test.
 - a. If the oral test is failed, applicants will be invited to re-test orally at the next regularly scheduled meeting.
 - b. No written test will be administered.
 - 2 If the written test is failed, applicants will be invited to re-test at the next regularly scheduled meeting.
 - 3 If the second written test is failed, applicants' fee is forfeited. Applicants will be required to wait one year before re-applying for a license in that discipline.
 - 4 The process of re-applying for a license will follow the licensing procedures A through G.
- F. A written test is required for each discipline. However, if an applicant is testing for multiple disciplines on the same day, the oral test may be considered "combined" for the selected disciplines.

G. It is mandatory that newly licensed judges attend the first symposium offered in their discipline(s).

NOTE: Since the Commission meets only 4 times a year, it would be unrealistic to expect to obtain a license in less than 6 months from the date of applying.

APPLICANTS RESPONSIBILITIES

- A. Ensure that all forms you are using are the most current revisions.
- B. Complete the appropriate application form(s) and personal reference list(s) and mail them with the appropriate fees to the Chairperson of the Judges Commission.
- C. All applicants shall dress in a manner consistent with the type of discipline to be judged. Tank tops, T-shirts, cut-offs, sandals and less than clean attire are considered inappropriate.
- D. Applicants should ensure that all personal references be sent directly to the Chairperson of the Judges Commission by the individuals providing the references **within 14 days of receipt**.
- E. Arrange with qualified CSHA senior judges to junior judge with them.
- F. Provide the senior judge with the appropriate reference form.
- G. Provide ride/show management with the appropriate reference form.
- H. Applicants should ensure that senior judge and ride/show management references are to be sent directly to the Chairperson of the Judges Commission by the individuals providing the references **within 14 days after each junior judging event**.
- I. It is your responsibility to have and understand the current appropriate rule books; i.e. CSHA rule book and, if applicable to the discipline, the West Coast Horse Show rule book.

NOTE: Testing materials are developed from, but not limited to, the CSHA and WCHS rule books.