



REQUIREMENTS TO BECOME AN APPROVED HORSEMANSHIP JUDGE

A. Prerequisites

1. Must possess an interest in competitive trail riding and have a thorough understanding of the purpose of NATRC™.
2. Must be a member in good standing of NATRC.
3. Minimum age of applicant shall be 21 years.
4. Must have a thorough knowledge and understanding of the NATRC rules (See NATRC Rule Book).
5. Must have a thorough understanding of the Judge's, Rider's and Management Manuals.

B. Horsemanship Judges

1. Requirements

- a. Must be an accomplished horseman or horsewoman possessing a thorough knowledge of horses, their care and feeding, and horsemanship generally and specifically as related to the riding and training of competitive trail horses.
- b. Shall have completed at least ten NATRC Open Division rides.
- c. Shall have acquired a minimum of 100 horsemanship points in the Open Division accumulated over a period of two or more years.
- d. Shall have served as secretary at least once for both an Approved Horsemanship Judge and an Approved Veterinarian Judge.
- e. Shall have assisted management on at least one NATRC sanctioned ride as an active participant in the planning, measuring, marking and timing of trails.
- f. Shall be proficient at taking P&Rs and scoring of same and shall have served as a P&R team member on the trail throughout at least one NATRC ride.
- g. Shall have placed 4th or higher in annual, end-of-year placings for Open Division horse or horsemanship, regionally or nationally.
- h. Must file a completed application with the NATRC office. The applicant shall list six references. Four of the references must be NATRC members in the applicant's own Region, two or more of them being NATRC Approved Horsemanship Judges.
- i. Complete a test on basic NATRC rules and procedures scoring 90% minimum.
- j. Upon satisfactory completion of the above and with the approval of the Judges Committee and the Board of Directors of NATRC, an apprentice Judge's card will be issued to the applicant.

2. Apprenticeship

- a. Must be completed within three years.
- b. The apprenticeship of a Horsemanship Judge shall consist of judging seven rides.
- c. The first ride would be with a mentoring judge. See the Judges Manual C.2.c. (page 3)
- d. The apprentice shall attend the second ride under the direct supervision of an Approved Horsemanship Judge. If observations are made and scored by the Apprentice, they shall not be used on the scorecards.
- e. The apprentice shall attend the next two rides (third and fourth) as an assistant to the supervising judge. Notations and scorings made by the apprentice may be used on the scorecards with the approval of the supervising judge. At this stage in the apprenticeship, the apprentice is *not permitted* to judge any division independently.
- f. The Judges Committee shall review the Progress Reports and advance the applicant to Provisional status if appropriate.
- g. During this process, the Apprentice will work under the supervision of the JC co-chair. Reflections of the rides, comments and scoring will be discussed in an effort to help the apprentice develop methods for conveying educational comments on the scorecards.
- h. The Applicant shall judge the final three rides as a Provisional Judge, independently of a supervising judge. A Provisional Judge shall perform all the duties and responsibilities of an Approved Horsemanship Judge.
- i. The Apprentice Judge must obtain prior consent from the Horsemanship Co-Chair of the Judges Committee, the supervising judge, and the Ride Chairperson before attending any ride he or she desires to apprentice.
- j. The Apprentice shall not apprentice under the same supervising judge more than once.
- k. Progress Report forms for the evaluation of an Apprentice or Provisional Judge shall be furnished by NATRC to each Apprentice or Provisional Judge. It is the obligation of the Apprentice/ Provisional Judge to provide the forms to the supervising judge, Veterinarian Judge, and Ride Chairperson at the time of check-in on each of

the first four rides. On the final three rides the forms are presented to the Veterinary Judge and Ride Chairperson. The forms are also available at www.natrc.org and can be mailed electronically.

3. Upon completion of the apprenticeship to the satisfaction of the Judges Committee, the Committee shall present its recommendation to the NBOD who will vote on the issuance of an Approved Judge's Card.
 4. Equivalent experience and qualifications may be accepted by the Judges Committee and the NBOD as a substitute for some of the above requirements.
- C. Review
1. The name of all applicants and apprentices for Judge's cards will be published, and any NATRC member may send a letter of approval or disapproval to the Judge's Committee for consideration.
 2. Judging applicants who are turned down by the Board of Directors will be furnished the opportunity to appear before the Board at the next scheduled Board meeting to discuss the reason(s) for refusal.
- D. Annual Renewal of Approved Judge's Card:
1. A Judge shall be an NATRC member in good standing.
 2. Within the 12-month period preceding the card's renewal date, a Veterinary Judge must have accomplished at least one of the following, and a Horsemanship Judge must have accomplished at least two of the following:
 - a. Judge a minimum of one NATRC ride.
 - b. Attend the National Convention and be present at all seminars related to judging and horse care information.
 - c. Participate in an NATRC approved regional judging seminar.
 - d. Conduct an NATRC approved introductory clinic or participate as a judge therein.
 - e. Complete a minimum of one Open or CP Division NATRC ride in competition, not Distance Only (DO).
 - f. Serve as ride chairperson, rules interpreter, P&R chair, judge's secretary, or trailmaster on at least one NATRC ride.
 3. A notice of the requirements for renewal will be mailed annually to each judge. It shall be the responsibility of the judge to see to the adherence of the requirements. Non-compliance may result in deletion from the Judges List at the discretion of the Judges Committee. The Judges Committee shall submit such recommendation to the NBOD for a final decision.
 4. Equivalent experience or qualifications may be accepted by the Judges Committee as a substitute for some of the above requirements.
 5. Judges who have not judged a ride in the past three years will be dropped from the active judges list. Special circumstances may be noted and a request made to remain on the active list upon written request to the Judges Committee.
- E. Reinstatement of a Previously Active Judge
1. A judge with an expired/inactive card may request reinstatement.
 2. The judge may be required to complete a written test or other requirements satisfactorily.
 3. The Judges Committee shall advise the NBOD of its recommendation regarding a judge's reinstatement. The NBOD shall make the final decision on re-issuance of an Approved Judge's card.
- F. Renewing an Apprenticeship
- Upon receipt of a request to renew an incomplete/suspended apprenticeship, the appropriate co-chair of the Judge's Committee will:
1. Send to the Judges Committee:
 - a. A copy of all recent documents sent to the committee for consideration. This should include all documents sent with the request as well as any documents received since the original suspension/ denial.
 - b. All documents that were exchanged during the original apprenticeship.
 2. Request a vote from all members of the Judges Committee.
 3. Compose a letter that notifies the applicant of the conditions of reinstatement or reasons for denial. This letter will be reviewed by the Executive Administrator and Executive Committee.
 4. Send the letter of reinstatement or denial via USPS with a notification that the letter has been received.

A \$15.00 application fee must be enclosed with your completed Judge Application Form.

The form is available on the website in Administrative Documents, http://www.natrc.org/documents_other.htm.