



USDF Instructor/Trainer Program Certification Candidate Application



The USDF Instructor/Trainer Program was developed to promote the pursuit of excellence in instruction and training.

Participation in the USDF Instructor Certification Program is voluntary. Certification implies recognition by the USDF of the candidate's achievements and capabilities. To be certified means that the candidate has demonstrated the knowledge and abilities necessary to teach the concepts of dressage and meet specified standards of proficiencies.

Certification is offered at three levels:
1. Training through First Level
2. Second Level
3. Third through Fourth Level

NAME: _____

USDF Number (must be a USDF Participating Member): _____ BIRTHDATE: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

HOME PHONE: () _____ BUSINESS PHONE: () _____

FAX NUMBER: () _____ EMAIL: _____

Level of Certification applying for: Training-First Level; \$600 Second Level; \$600 Third-Fourth Level; \$500

Testing location and date preference: _____

RETESTING PROCEDURES

Have you tested before?: No Yes Date: _____ Location: _____

If you do not pass a section of the test, you may retest that section at another testing. Retest fees are as follows: (Please indicate which level you are applying for.)

Please include a summary of what preparation you have done for retest.

Training-First Level

Second Level

Third-Fourth Level

- Teaching \$140 Lunge Horse \$70
- Riding \$70 Lunge Rider \$70
- Verbal \$70 Written \$70

- Teaching \$140 Verbal \$70
- Riding \$140 Written \$70
- Lunge Rider \$70

- Teaching \$170 Verbal \$85
- Riding \$170 Written \$85

The following items must accompany all applications. Incomplete applications will delay your acceptance into your desired test locations.

TRAINING-FIRST LEVEL CERTIFICATION

- USDF Participating Member
- Proof of First-Aid Certification
- Submit a resume showing three (3) years teaching and training experience
- Three (3) written recommendations, **include Contact Information**
- Verification of three (3) scores of 60% or higher from USEF/USDF Recognized Competitions**
- Two (2) scores from applicant at First Level Test 3 or higher
- One (1) score from applicant from any other First Level Test
 - For IDA or Intercollegiate applicants, scores can be from a recognized IDA competition

SECOND LEVEL CERTIFICATION

- USDF Participating Member
- Proof of First-Aid Certification
- Submit a resume showing four (4) years teaching and training experience
- Three (3) written recommendations, **include Contact Information**
- Verification of five (5) scores of 60% or higher from USEF/USDF Recognized Competitions**
- Two (2) scores from applicant at Second Level Test 3 or higher
- One (1) score from applicant from any other Second Level Test
- Two (2) scores from applicant's students from any Second Level Test
- Current Certification at Training-First Level

THIRD-FOURTH LEVEL CERTIFICATION

- USDF Participating Member
- Proof of First-Aid Certification
- Submit a resume showing four (4) years teaching and training experience
- Five (5) written recommendations, **include Contact Information**
- Verification of five (5) scores of 60% or higher from USEF/USDF Recognized Competitions**
- Two (2) scores from applicant at Fourth Level Test 3 or higher
- One (1) score from applicant at any other Fourth Level Test
- Two (2) scores from applicant's students from any Fourth Level Test
- Current Certification at Second Level

****ALL TESTS MUST BE FROM THREE (3) DIFFERENT JUDGES****

All levels must include a resume that includes training and teaching background, how many horses currently training and at what level, and how many students currently teaching and at what level, and what further preparation you have done.

RECOMMENDATIONS

Provide the indicated number of written recommendations. These should be people who can verify your teaching and training ability and attest to your character. Preferred recommendations will be from Judges, Certified Instructors, or other dressage professionals. Please provide the contact information below, including phone number and/or email address:

1.	_____		
	Name	Address	

	Phone	Email	Years Known
2.	_____		
	Name	Address	

	Phone	Email	Years Known
3.	_____		
	Name	Address	

	Phone	Email	Years Known
4.	_____		
	Name	Address	

	Phone	Email	Years Known
5.	_____		
	Name	Address	

	Phone	Email	Years Known

INSTRUCTOR/TRAINER PROGRAM CODE OF ETHICS

As a USDF Certified Instructor or Instructor Candidate Applicant, and member in good standing of the United States Dressage Federation, I acknowledge my obligation to uphold the highest standards of horsemanship both at home and when in the public eye.

As a horseman, I place my student's safety and horse's welfare above all else.

At competitions, whether participating as a trainer or as a competitor, I will know and comply with all rules of the USEF, and when applicable, the FEI, and will ensure that my students know and comply with these rules as well.

As an instructor, I acknowledge the importance of continuing my own education in order that I may pass this knowledge to my students.

I also understand that as a USDF member and Certified Instructor, I serve as a representative of my sport, the USDF, and the USDF Instructor/Trainer Program. I will endeavor to reflect credit on them through my conduct, dress and behavior by maintaining a professional demeanor at all times.

I further understand that individuals who are suspended, put under probation or expelled by either the USEF or the USDF will lose their USDF Instructor Certification.

I acknowledge my membership in this professional community and my responsibility to demonstrate respect for my fellow professionals at all times.

Your signature below indicates that by applying to become a USDF Certified Instructor/Trainer, you agree to comply with the USDF Instructor/Trainer Program Code of Ethics (1/12).

Date _____ Signature _____

Please mail, fax or email to: USDF, Attn: Instructor Trainer Liaison, 4051 Iron Works Parkway, Lexington KY 40511; FAX: 859-971-7722;
email instructorcertification@usdf.org