



FEI Jumping Stewards Course

For promotion to FEI Jumping Steward Status

Hosted and coordinated by the **NSW Show Jumping Council**

Course Director:

Mr Ho Nai Yue
FEI Steward General Jumping - Singapore

Course Coordinator:

Katrina Dukats
PO Box 118
Camden NSW 2570
Phone/ fax +61 2 4651 2312
Email: nswsjc@pnc.com.au



The
Equestrian
Federation of
Australia



Information Pack

Procedure to Gain FEI Accreditation

Simply attending an FEI Stewards Course does not result in a candidate automatically being promoted to FEI Steward Status.

Candidates wishing to attend and obtain FEI-Accredited status are required to apply via their National Federation using the prescribed FEI application form. This form must be completed in full and returned direct to the candidate's own National Federation for endorsement prior to attending the course.

It is the responsibility of National Federations to evaluate all nominations and provide approval for any person seeking FEI promotion. National Federations will forward all appropriate and acceptable nominations to the FEI, who in turn will notify the Course Director of the name and details of all candidates eligible for FEI promotion. These course candidates may be required to perform special duties or assignments as part of their seminar attendance.

All nominated persons deemed appropriate for promotion by the NF, Course Director and the FEI will receive FEI accreditation as a process between the Course Director and the FEI. Candidates cannot enter this process without prior consent from their National Federation, as prescribed above.

Candidate Participation Requirements

All Candidates seeking promotion may be asked to complete written or verbal assessments during the Seminar. This allows the Course Directors to assess candidate understanding of the knowledge or skills being delivered.

Participants are required to bring the latest edition of the following

Rules for Jumping Events, 22nd edition, Part 1 plus Annex
 Jumping Stewards Manual – both annexes
 Veterinary Regulations 11th edition 2009
 All of the above can be downloaded from the FEI website.

To extract maximum benefit from a course, all candidates are encouraged to be active participants and engage in course discussion as much as possible.

This Course is Suitable for

- The promotion to FEI Jumping Stewards Status
- The refreshment (updating) of current FEI Jumping Stewards
- For experience to be a member of a stewarding team

Provisional Timetable

| Date | Course start time | Concludes by | Venue |
|-----------------------------------|-------------------|--------------|---|
| Saturday 10 th January | 9.00am | 5.30pm | Sydney International Equestrian Centre (SIEC) |
| Sunday 11 th January | 9.00am | 5.30pm | Sydney International Equestrian Centre (SIEC) |

Applications

All prospective course attendees are required to complete **two** separate course application forms:

FORM ONE

1. **The FEI Jumping Stewards Form** - attached

- This form must be returned to your National Federation for endorsement.
- Candidates must be endorsed by their National Federation BEFORE the course.
- Only Australian Officials send this form to:
Katrina Dukats
PO Box 118
Camden NSW 2570
Phone/ fax +61 2 4651 2312
Email: nswsjc@pnc.com.au
- The National Federation must forward a copy of endorsed application to the FEI and to the EFA National Office.

FORM TWO

2. **Registration Form**

- All candidate registration forms returned to:
Katrina Dukats
PO Box 118
Camden NSW 2570
Phone/ fax +61 2 4651 2312
Email: nswsjc@pnc.com.au

Additional Information

- The FEI Jumping Stewards Forms and all Course Registration Forms must be received by Katrina Dukats before 5 January, 2009.
- Course numbers are limited and not all applicants are guaranteed a placement.
- Applicants from countries outside Australia must liaise with their National Federation before registering and should send Form One to their own National Federation for endorsement.

FEI STEWARDS FORM

FOR PROMOTION TO FEI JUMPING STEWARD STATUS

DEADLINE FOR RETURN TO Katrina Dukats - 5 January, 2009

I am interested in attending for:

- Promotion to FEI Jumping Steward Status
- Refreshment (updating) of current FEI Stewards
- Experience to be a member of a stewarding team

Discipline/s of Interest:

- Jumping
- Eventing
- Dressage
- Carriage Driving
- Vaulting
- Show Horse
- Endurance
- Reining
- Para-Equestrian

Current FEI Steward Status (if qualified)

| | | | |
|-------------------|-------|-----------------------|-------|
| Name: | _____ | Home Phone: | _____ |
| Date of Birth: | _____ | Work Phone: | _____ |
| Address: | _____ | Mobile phone: | _____ |
| | _____ | Email: | _____ |
| | _____ | Fax: | _____ |
| Spoken languages: | _____ | Understood languages: | _____ |
| Mother Tongue: | _____ | | |

PREVIOUS EXPERIENCE AS A STEWARD/OFFICAL

1. AS AN FEI OFFICIAL eg Judge, Technical Delegate, Course Designer

| Event Name. Eg ISS Tempo | Event Level. Eg CSI-W, CCI*, , CEI-A | Position at Event. Eg Judge, Technical Delegate | Date of Event |
|-----------------------------|---|--|---------------|
| | | | |

2. AS AN NATIONAL OFFICIAL WITH A QUALIFICATION eg Judge, Technical Delegate, Course Designer

| Event Name. Eg Melbourne 3 ^{DE} | Event Level. Eg CCI*, CDI-W, CEI-A | Position at Event. Eg Judge, Technical Delegate | Date of Event |
|---|---------------------------------------|--|---------------|
| | | | |

3. **AS AN OFFICIAL WITHOUT ANY QUALIFICATIONS AT COMPETITION** eg Steward, Jump Judge, Marshall ,
Timekeeper

| Event Name. Eg Melbourne 3 ^{DE} | Event Level. Eg CCI*, CDI-W, CEI-A | Position at Event. Eg Judge, Technical Delegate | Date of Event |
|---|---------------------------------------|--|---------------|
| | | | |

If insufficient space please attach further details to this form

The NF of _____ hereby certifies that the information above regarding the abovementioned Official is correct and true and wishes that the official be promoted subject to the recommendation of the Course Director and the Technical Committee.

NF Official Representative _____

Date _____ Stamp and
Signature _____

This form must be completed and sent to Katrina Dukats before 5 January 2009

PO Box 118
Camden NSW 2570
Phone/ fax +61 2 4651 2312
Email: nswsjc@pnc.com.au

Form 2**COURSE REGISTRATION FORM**

FEI Jumping Stewards Course 10 – 11 JANUARY 2009
DEADLINE FOR RETURN TO Katrina Dukats – 5 January 2009

Please complete this form and send with payment to Katrina Dukats:

PO Box 118

Camden NSW 2570

Phone/ fax +61 2 4651 2312

Email: nswsjc@pnc.com.au

Your details
(print clearly)

Name: _____

Address: _____

Suburb: _____

State: _____

Post Code: _____

Country (if not Australia): _____

Tel (BH): _____

Tel (AH): _____

Mobile: _____

Fax: _____

E-Mail: _____

Steward Level and Category: (please tick if applicable)

FEI

National

Do you wish to be promoted at this course? YES

Are you attending this course to 'maintain your FEI Stewards accreditation'? YES

Payment Details:

Course Fees

\$AUD 176.00 (incl. GST)

Includes

Course materials, morning tea, lunch

Payment Method

(Australia Only)

Australian Cheque (please make cheques payable to Jumping NSW) or *Australia Post* Money Order

(All Locations)

Credit Card:

VISA

MasterCard

Credit Card Number:

__/__/__/__

__/__/__/__

__/__/__/__

__/__/__/__

Expiry Date:

__ __ / __ __

CCV (Last 3 digits on back of card): __ __ __
(destroyed upon successful processing of payment)

Card Holder's Name: _____

Signature: _____

Important Notes

Office Use Only

Reg Rec'd __/__/__

Pmt Processed __/__/__

Booking Conf'd __/__/__