

# ATHLETE REFERENCE GUIDE



## Competing in U.S. FEI Competitions

**!** Before you may submit entries to U.S. FEI competitions, the following requirements must be met for horses and riders:

### ATHLETES

Athletes competing in U.S. FEI competitions must have:

- ✓ Active [USEF Competing Membership](#) in good standing
- ✓ A current [FEI Registration](#)
  - Review the [FEI Registration Requirements](#)
  - Email [feiregistration@usef.org](mailto:feiregistration@usef.org) for assistance
- ✓ Completed [Safe Sport training](#)
- ✓ [Commonly Ridden Horses](#)

### HORSES

Horses competing in U.S. FEI competitions in the USA must have:

- ✓ A [USEF Life Horse Recording](#)
- ✓ A current [FEI Registration](#)
  - Review the [FEI Registration Requirements](#)
- ✓ Up to date [passport](#)
  - Email [passports@usef.org](mailto:passports@usef.org) for assistance

**!** Once the above requirements are met, you may submit your entry declarations on your USEF Athlete Dashboard.

### SUBMITTING ENTRY DECLARATION

**IMPORTANT:** Submit your entry declarations before the **4:00 p.m. EST definite date deadline** to avoid a \$100 late entry fee

Go to the **Athlete Dashboard** → **FEI Entry** → **U.S. FEI Competitions** → Choose **Discipline** → Select the **Competition** → Add **Horses** → Select **Disciplines and/or Tests** (*Dressage only*) → Submit

### INVITATION SYSTEM

Show Jumping competitions with limited entries will utilize the [FEI Invitation System](#). Athletes must [mark wishes](#) 8 weeks prior to the start of the competition and no later than 4 weeks prior.

If you are not on the [Longines Ranking list](#), please submit your entries through your USEF Athlete Dashboard.

### HORSE CHANGE OR WITHDRAW ENTRIES

Go to **Athlete Dashboard** → Click on **FEI Entry** → Scroll down to **National Entries** → Click the red **Request Change/Withdraw Button**

To completely withdraw an entry, click on “Withdraw Entry” at the top of the page **OR** scroll down to change the level or withdraw individual horses.