



Protocols to be Followed by U.S. Show Jumping Athletes Wishing to Compete Abroad

Effective January 1, 2013

The United States Equestrian Federation (USEF) Show Jumping High Performance Committee and Show Jumping Credentials Committee will oversee the selection process, which process shall be reviewed and approved by the High Performance Working Group and USEF Executive Committee.

- I. Application** – Athletes must apply to the United States Equestrian Federation (USEF) and receive permission to compete abroad pursuant to USEF GR828. Athletes must also be current members in good standing with USEF.

Athletes wishing to be considered for all CSIOs and/or CSIs in foreign nations, including Canada and Mexico, must submit an Application for International Competition to USEF Athlete Services, Lexington, Kentucky 859-231-6662 (fax) (Exception: CSIOs or CSIs that are included in the Show Jumping High Performance Program, for which separate applications are distributed.).

Applications are available on the USEF website www.usef.org, under Disciplines/International/Athlete Services or by contacting Athlete Services at (859)-225-6966.

Applications to compete abroad **MUST** be submitted in writing to Athlete Services and received no later than two (2) working days prior to the Nominated Entry date for that event. Applications should be submitted to Athlete Services at least 58 days prior to the start date of the event in question in order for USEF to secure an invitation.

For events for which there is no Nominated Entry deadline, applications **MUST** be received by Athlete Services 30 days prior to the start date of the event.

- II. Personal Invitations** - Provided the USEF Minimum Criteria to Compete Abroad is met, or a waiver (see Section V, Waivers) has been granted, athletes who receive personal invitations from Organizing Committees will have preference over other U.S. athletes, except in the case of athletes on an official tour of USEF. The definition of a “Personal Invitation” is one that is given by the Organizing Committee to a specific athlete either received directly by the athlete or by USEF on behalf of the athlete. The invitation must be in writing and a copy sent to Athlete Services. Athletes who receive Personal Invitations must still submit an Application for International Competition.

- III. Entries** - Athletes must enter all CSIOs or CSIs through USEF. Entries for the event in question will be submitted by USEF no later than the entry closing date.



IV. USEF Minimum Criteria to Compete Abroad

A. **Minimum Criteria to Compete Abroad** – Athletes must meet at least one of the following USEF minimum criteria in order to compete abroad: (Note: Athletes must still submit an Application for International Competition even if they meet the minimum criteria)

1. Provided the athlete has been competing in classes of \$25,000 or more within the twelve month period prior to the closing of Nominated Entries for the event in question,
 - a. Won a Grand Prix at a CSI5*, 4*, or 3* or CSIO5*, 4*, or 3*, or have been the winner of a World Cup Qualifier within the twelve month period prior to the closing of Nominated Entries for the event in question; or
 - b. Participated in Show Jumping at the Olympic Games, World Equestrian Games, or Pan American Games; or
 - c. Placed 1st through 16th in the overall standings of the World Cup Finals.
2. Be ranked as follows on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question:
 - a. For CSIO5*s and CSI5*s, athletes must be ranked 1st to 25th;
 - b. For CSIO4*s and CSI4*s, athletes must be ranked 1st to 40th;
 - c. For CSIO3*s, CSI3*s, and CSI-Ws, athletes must be ranked 1st to 75th;
 - d. For CSIO2*s and CSI2*s, athletes must be ranked on the Rolex/USEF Show Jumping Ranking List;
3. The athlete and horse need not be ranked on the Rolex/USEF Show Jumping Ranking List for a CSIO*s, CSI*s, or CSIAM.

B. **USEF Minimum Criteria for Children, Ponies, Juniors, or Young Riders** - Athletes wishing to compete at CSIO or CSICh-P-J-Y-U25s must meet the minimum criteria established by USEF. (See www.usef.org - Disciplines/ International/ Athlete Services).

V. **Waivers** - If an athlete does not meet the criteria noted above in IV. A. under extraordinary circumstances the Show Jumping Credentials Committee may grant waivers to the above criteria (see below for CSIO5*s, CSI5*s, CSIO4*s and CSI4*s as well as Canada and Mexico). For such consideration, the athlete shall comply with USEF GR828 and provide the following information at the time his application is submitted:



- Document the extraordinary circumstances;
- Submit a detailed proven competitive record of the athlete/horse combination demonstrating ability to compete at the level required for the event applied for.

The Show Jumping Credentials Committee, in evaluating waiver requests, will base their evaluations on the athlete's current ability to meet the standards of the event with emphasis on:

- A. The ability to compete without incurring jumping and/or time penalties;
- B. Previous international experience within the past 12 months;
- C. Other attributes, which include carefulness, scope, consistency and ability to perform.

In principle, athletes must show consistent performance at a given level before being given permission to participate at a higher level (e.g. consistent performance at the 2* level before being given permission at the 3* level).

However, if an athlete is given a waiver up to a certain fence height and qualifies for the Grand Prix, the athlete is permitted to compete in the Grand Prix unless otherwise noted in the waiver approval.

More scrutiny will be exercised by the Credentials Committee for waiver requests for a CSIO5* and CSI5* when an athlete is ranked outside 1st -75th on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question.

More scrutiny will be exercised by the Credentials Committee for waiver requests for a CSIO4* and CSI4* when an athlete is ranked outside 1st -100th on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question.

The Waiver Request Form for Jumping is available on the USEF website (see www.usef.org - Disciplines/ International/ Athlete Services).

Exception: Athletes wishing to compete in Canadian and Mexican CSIs and CSIOs will not need a waiver. Note: Athletes must still submit an Application for International Competition even if they do not need a waiver.

Note: Athlete Services will not request invitations for a CSIO5*/ CSI5* and/or CSIO4*/CSI4* until a waiver has been granted by the Show Jumping Credentials Committee.

VI. Selection for Oversubscribed Events – Except as noted below, if there are more applications for a CSIO or CSI than invitations, an athlete's ranking on the Rolex/USEF Show Jumping Ranking List as published five weeks before the event in question will be used to select the athletes who will be entered. For oversubscribed events, late



applications will not be accepted unless a substitution is made in accordance with Section VI.A Substitutions. (See Section I for Application deadlines).

Substitutions for Oversubscribed Events – If a selected athlete withdraws, the remaining athletes who submitted an application in a timely manner for the event or multi-event tour in question will be polled to determine their availability. If all the remaining athletes decline, an additional athlete who did not submit an application according to the deadline for the event or multi-event tour in question may be selected by the Show Jumping High Performance Committee or to take the vacant athlete's place. The method used to select this athlete will be at the discretion of the Show Jumping High Performance Committee. This method may include, but is not limited to, ranking on the Rolex/USEF Show Jumping Ranking List, recommendation by the US Show Jumping Chef d'Equipe, and availability of the athlete/horse combination.

VII. Self-Funded CSIO(s) for Teams/Squads –

- A. **Application for Proposed Self-Funded Event(s)** - Individuals who wish to organize a Team(s) [four (4) athletes] or a Squad(s) [five (5) athletes] to one or more self-funded CSIO(s) [the event(s)] must submit an application to the Show Jumping High Performance Department no later than January 1st of any given year (For 2013 the deadline will be February 1, 2013). The application must include the name, date, and FEI level of the proposed event(s); the name, date and FEI Level of second choice event(s), if applicable, as well as the name of a proposed Chef d'Equipe and the name of a proposed Veterinarian(s) to serve as Team Veterinarian(s) at the event(s) – See Section VII.F.

Applications for the self-funded event(s) will be reviewed and approved by the Show Jumping High Performance Committee, in consultation with the US Show Jumping Chef d'Equipe. If more than one application is received for all or some of the same event(s), the Show Jumping High Performance Committee, in consultation with the US Show Jumping Chef d'Equipe, will determine which application receives precedence. The Show Jumping High Performance Committee, in consultation with the US Show Jumping Chef d'Equipe may approve later applications subject to availability of invitations, date of application, and other considerations.

Once approval has been given by the Show Jumping High Performance Committee for a self-funded event(s), invitations to the event(s) will be requested.

- B. **Athlete Application** – Once the Show Jumping High Performance Committee has approved an application for a self-funded event(s), the USEF Show Jumping



High Performance Department will publish an athlete application which outlines the name of the designated Chef d'Equipe, the names and dates of the self-funded event(s) and the athlete application deadline. Prior to submitting an athlete application to USEF Show Jumping High Performance Department, athletes must contact the designated Chef d'Equipe to review the details. After reviewing the details with the designated Chef d'Equipe, athletes wishing to be considered for selection on the self-funded Team/Squad must submit an athlete application to the Show Jumping High Performance Department in accordance with the published deadlines.

- C. **Selection** – By no later than 12 days after the date of the Rolex/USEF Show Jumping Ranking List used for selection (see below), the US Show Jumping Chef d'Equipe, in consultation with the designated Chef d'Equipe and US Show Jumping Team Veterinarian, will evaluate the applicant athlete/horse combinations for each of the self-funded event(s) and recommend up to four (4) or five (5) athlete/horse combinations (depending on the invitation) for the Team/Squad for each self-funded event. These recommendations are subject to the approval of the Show Jumping High Performance Committee, High Performance Working Group and USEF Executive Committee or its designees.

In addition, the US Show Jumping Chef d'Equipe, in consultation with the designated Chef d'Equipe and US Show Jumping Team Veterinarian, may recommend up to the maximum number of athletes and horses (“Alternates”) able to be nominated under the FEI Rules for each of the event(s), subject to the approval of the Show Jumping High Performance Committee, High Performance Working Group and USEF Executive Committee or its designees.

The list of athlete/horse combinations named to the Team/Squad and as Alternates will be submitted on the FEI Nominated Entries, if applicable, for each event on the Tour.

Based on the following factors, the US Show Jumping Chef d'Equipe will recommend athlete/horse combinations for each self-funded event(s):

1. Rolex/USEF Show Jumping Ranking List: Applicant athlete/horse combinations will be named to the Team/Squad or as an Alternate in order of their ranking on the Rolex/USEF Show Jumping Ranking List published 8 weeks prior to the start of the event or the first event of a multi-event tour, with the exception of any athlete/horse combination named through discretionary selection described below, and provided that the athlete meets the USEF Minimum Criteria to Compete Abroad (See Section IV) or have received a Waiver (See V), and that the athlete's first ranked horse is available for the event(s) (See Section VII.E - Horse Substitution request).



2. Discretionary Selection: Up to three (3) applicant athlete/horse combinations may be named to the Team/Squad or as an Alternates at the discretion of the US Show Jumping Chef d'Equipe according to the criteria outlined below provided that the athlete meets the USEF Minimum Criteria to Compete Abroad (See Section IV) or have received a Waiver (See V), and that the athlete's first ranked horse is available for the event(s) (Section VII.F Horse Substitution Request).

The US Show Jumping Chef d'Equipe, in evaluating athlete/horse combinations for discretionary selection purposes, must base his evaluations on the following factors:

- a. Current ability to meet the standards of the Event; and
- b. Overall performance and soundness in current Grand Prix Show Jumping Competitions with emphasis on:
 - i. The ability to compete without incurring jumping and/or time penalties;
 - ii. Previous international experience, including the demonstrated ability of the horse and athlete to succeed in either FEI or International Level Grand Prix Show Jumping competitions within the past 2-3 years;
 - iii. Prospect to contribute to a winning performance in a CSIO Nations Cup competition at the Event;
 - iv. Future potential for championship competition; and
 - v. Other attributes, which include carefulness, scope, consistency and ability to perform.

If the US Show Jumping Chef d'Equipe chooses not to utilize his discretionary choices, the position(s) in question will be filled by the next highest ranked applicant athlete on the Rolex/USEF Show Jumping Ranking List.

By no later than the closing date for the FEI Definite Entries for each event(s), USEF will submit the FEI Definite Entries. The FEI Definite Entries will include the athlete/horse combinations originally approved for the Team/ Squad for each event(s) at the time of selection unless a Substitution is made in accordance with the criteria outlined in Section VII.E.

- D. **Horse Substitution Request** - If an athlete's first ranked horse is not available for any reason, an athlete may request to be considered for selection on another horse and the request will be voted on by the Show Jumping High Performance Committee after consultation with the US Show Jumping Chef d'Equipe. Any request must be approved by the High Performance Working Group and USEF



Executive Committee or its designees, whose decision shall be final. In reviewing the request, the Show Jumping High Performance Committee shall evaluate the past performance of the athlete/horse combination, including the ability to jump the size and difficulty of obstacles, the complexity of the course(s) and the required speed to avoid time penalties in Nations Cup competition.

If the Horse Substitution Request is not granted by the Show Jumping High Performance Committee, the athlete remains eligible for selection on his first ranked horse. If the athlete declines, the next highest ranked applicant athlete will be named, provided his first ranked horse is available. If this athlete's first ranked horse is not available, he may request to be considered for selection on another horse according to the procedure outlined above. Should a applicant athlete have a second horse ranked higher on the Rolex/USEF Show Jumping Ranking List than that of the next applicant athlete's first ranked horse they will automatically retain their position.

- E. **Substitutions for Veterinary, Medical, and/or Extraordinary Reasons** - After a Team/Squad and Alternates have been named, athlete/horse combinations selected for a Team/Squad or Alternates may be substituted for veterinary, medical and/or extraordinary circumstances in accordance with Articles 251, 253 and 264.5 of the FEI Jumping Rules [24th Edition, Effective 1st January 2012 – updated 1st January 2013]. Substitutions will be made from the list approved by the High Performance Working Group and USEF Executive Committee or its designees.

Any substitution for veterinary reasons must have the approval of the US Show Jumping Team Veterinarian, or, if there is a conflict of interest regarding the Team Veterinarian, a conflict-free veterinarian appointed by the Show Jumping High Performance Committee and approved by the High Performance Working Group and USEF Executive Committee or its designees.

Any substitution for medical reasons must be documented by a physician(s) approved by the High Performance Working Group and USEF Executive Committee or its designees.

Any substitution for extraordinary circumstances having a direct bearing upon obtaining the best athlete/horse combinations for the event(s) must have the unanimous approval of the Show Jumping High Performance Committee.

If a selected athlete/horse combination withdraws or is removed and all the remaining athletes who submitted an application have been polled and declined to participate, an additional athlete who did not submit an application in accordance with the deadlines may be selected by the Show Jumping High Performance Committee to take the vacant athlete/horse combination's place.



The method used to select this athlete/horse combination will be at the discretion of the Show Jumping High Performance Committee.

- F. **Team Veterinarian at Self-Funded CSIOs** – At any CSIO5* where the US will have a Team/Squad, a Veterinarian approved by the Show Jumping High Performance Committee must accompany the Team/Squad and serve as the Team Veterinarian at each event(s).

At any CSIO4* or below where the US will have a Team/Squad, it is strongly recommended that a Veterinarian approved by the Show Jumping High Performance Committee accompany the Team/Squad and serve as the Team Veterinarian at each event(s).

- G. **Nations Cup Entries for CSIOs** –

The designated Chef d'Equipe has the authority to declare the four (4) athlete/horse combinations (the "Team") who will represent the United States in the Nation's Cup competition. Prior to his declaration of athletes for the Nations Cup competition, the designated Chef d'Equipe shall give consideration to the following criteria: past international performance of the horse and athlete (including in classes prior to the Nation's Cup), current form and soundness of horse and health of athlete.

The designated Chef d'Equipe not only has the authority to designate which athletes will represent the United States in the Nations Cup, but also on which of their horses these athletes will compete.

Failure by an athlete to comply with the directives of the designated Chef d'Equipe in regard to the naming of the Team for the Nations Cup competition for reasons other than for veterinary or medical reasons may result in a Code of Conduct violation for the athlete.

Veterinary reasons must be documented by the Team Veterinarian or a veterinarian(s) approved by the Show Jumping High Performance Committee. Medical reasons must be documented by a physician approved by the High Performance Working Group and USEF Executive Committee or its designees.

VIII. Withdrawing of Entries – Athletes must notify USEF Athlete Services immediately in writing if they intend to withdraw from an event.

If an athlete withdraws more than 3 times without extenuating circumstances from an event at any level in a 12 month period after an invitation request has been made or Nominated or Definite Entries submitted, USEF retains the right to impose penalties according to the policies outlined below.



Extenuating circumstances may include, but are not limited to, the following:

- Illness or injury to athlete or named horse (in which case a physician's or veterinarian's note documenting the illness or injury must be received by Athlete Services);
 - Loss of form (for which the withdrawal must be approved by the US Show Jumping Chef d'Equipe).
- A. **Withdrawals from CSI*s, CSI2*s and CSIO*s and CSIO2*s** - Entry and/or invitation request withdrawals including CSI*s, CSI2*s and CSIO*s and CSIO2*s will be monitored and multiple withdrawals will be reported to the US Show Jumping Chef d'Equipe and Show Jumping High Performance Committee, with the exception of withdrawals from events in the United States, Canada, and Mexico.
- B. **Withdrawals from a CSI3*, CSIO3* or above (the United States, Canada, and Mexico are excluded) after the Nominated and/or Definite Entry Has Been Submitted** - If an athlete withdraws from a CSI3*, CSIO3* or above (the United States, Canada, and Mexico are excluded) after the Nominated and/or Definite Entry to the Organizing Committee has been submitted by Athlete Services, and there have been no extenuating circumstances as outlined above, he must adhere to the steps below:
1. Explain their reason for withdrawing either verbally or in writing to the US Show Jumping Chef d'Equipe, and receive his approval of their withdrawal (Contact information may be obtained by calling Athlete Services at 859-225-6966 or the Show Jumping High Performance Department at 908-326-1150);
 2. Send a written explanation to Athletes Services;
 3. Contact the affected Organizing Committee(s) immediately either by phone, email, or letter, apologizing for their action. If by email or letter, Athlete Services must be copied.
- C. **Penalties for Multiple Withdrawals** - If the withdrawal is for any reason other than extenuating circumstances such as those outlined above, a recommendation may be made to the USEF CEO for the issuance of a Charge against the athlete, which may result in the imposition of a suspension, a fine, and/or other appropriate sanction.
- D. **Failure to Notify USEF of a Withdrawal** - If an athlete fails to compete at an event for which they have been entered by Athlete Services and he fails to notify Athlete Services prior to the event and does not have an extenuating circumstance necessitating the withdrawal, the rider may not receive permission to compete in the next two CSIO or CSI events he wishes to enter. The second



time within a twelve month period that this takes place, the rider may not receive permission to compete in the next three CSIO or CSI events he wishes to enter, etc.

IX. Cancellation of a Tour - Cancellation of a tour may preclude the authorization of another tour in the same or the following year by the same individual or organization.