

FEI CDI COMPETITIONS GUIDE FOR USA DRESSAGE



This GUIDE is intended to support and educate those entering or considering entering a **CONCOURS DE DRESSAGE INTERNATIONAL (CDI)**, an international dressage competition governed by the **INTERNATIONAL EQUESTRIAN FEDERATION (FEI)**. Competing in a CDI is different from competing in a typical recognized competition. This guide will cover steps required to enter a CDI and rules to be aware of during competition. This guide will look at entries and competition in these events.

PRE-ENTRY AND ENTRY GUIDE

It is recommended that you start early on organizing your entries. When in doubt, contact USEF Member Services at 859-810-8733 to be directed to the appropriate USEF staff member.

	PRELIMINARY STEPS	HOW TO LOCATE, WITH REFERENCE NOTES
1	Verify or obtain current United States Equestrian Federation (USEF) memberships for each owner, rider and horse. USEF cannot process any passports until all USEF memberships for the horse, owner(s) and rider are active. USA horses must have Life Recording and owners must have an active competing membership.	From www.usef.org : Hover over JOIN USEF - top of page. Select Competing Membership in dropdown.
2	Carefully read the USEF Passport Guide (Overview of how to obtain a Horse Passport from USEF)	USEF Passport Guide
3	Ensure Vaccination Documentation is up to date.	Refer to Passport Guide – Completing the Passport.
4	Ensure your horse has a valid Horse Microchip . The chip number is required for FEI Horse Registration and for the Passport approval.	Per FEI horse registration form “All horses that are obtaining their initial FEI Registration are required to have a 15-digit Microchip compatible with ISO 11784/11785”.
5	Verify or obtain valid FEI Rider Registration for the current year - register through your member dashboard.	Member Dashboard
6	Verify or obtain valid FEI Horse Registration for the current year on the Member Dashboard. Passport must be completed before you can apply for an FEI Horse Registration.	Member Dashboard

7	<p>Apply for the Passport - Once you have microchip, membership in steps above, you should apply ASAP for the passport.</p> <p>The draft passport will be mailed with a packet of information for you and your veterinarian that explains how to complete the passport. Payment must be submitted at the time of application. Please allow six weeks from start to finish for the passport to be validated and ready for competition.</p>	<p>Apply on the USEF Member Dashboard at https://members.usef.org/horses/passport</p> <p>If you have questions, contact a USEF Passport Representative.</p>
8	<p>Send completed Passport in for validation.</p> <p>Completed passport needs to be sent back to USEF for validation once you have required information (details of vaccination series, horse description etc. Assuming all is completed correctly, USEF will validate and return the passport.</p>	<p>Read “Completing the Passport” section of Passport Guide plus instructions sent with draft passport. Note that horse description MUST follow guidelines exactly. USEF will help by reviewing/fixing your draft prior to submission of passport for validation if you email a scan to passports@usef.org.</p>
9	<p>FEI HorseApp GUIDE FOR ATHLETES:</p> <p>Download the FEI HorseApp which contains various modules to manage FEI Horses, including traceability features and monitoring of horse health at FEI Events. The FEI HorseApp is available for Athletes, National Federations, Veterinarians, Grooms, Owners, Trainers, and Organizing Committees.</p>	<p><u>FEI HorseApp GUIDE FOR ATHLETES:</u></p> <p>www.usef.org/forms-pubs/O_y-8znkcdo/fei-horseapp-guide</p> <p>The app can be downloaded in the Apple Store or from the Google Play Store.</p>

A) There are three types of passports available from USEF. Each horse competing in a CDI must have one passport or the other.

1. The USEF National Passport (\$50) is sufficient for U.S. horses competing in the U.S. at or below the CDI2* level.
2. The FEI Passport (\$300) is required for horses entered in Grand Prix at the division level of CDI3* and above, horses competing in foreign FEI competitions or FEI championships (e.g. NAYC)
3. The FEI Recognition Card is an alternative to the FEI Passport for horses that have an existing breed or national passport. This document functions the same as the FEI Passport but incorporates the original breed or national passport. If your horse has a breed or national passport, you should have an FEI Recognition Card instead of an FEI Passport.

B) FEI Passports must be revalidated every 4 years. When sections of the passport are full, a duplicate FEI Passport must be issued.

C) Athletes must be registered with the FEI. Horses must be registered with the FEI and, if competing in a country outside the Horse's country of residence, have a valid FEI passport or a national passport with the FEI recognition card. Horses competing in Amateur Events in their country of residence do not need a FEI passport or FEI recognition card but must be registered and identifiable.

D) Important Vaccination Information:

1. As of January 1, 2024, the initial primary series of influenza vaccines consists of two vaccines administered between **21-60 days** apart. A booster vaccination must be administered within **6 months and 21 days** of the second dose.
2. This change applies to any new primary series started **after** January 1. An up-to-date passport showing a primary series between 21-92 days apart and a third dose within 7 months, given prior to January 1, 2024, will still be considered valid.
3. Subsequent Booster vaccinations must be administered at a maximum of 12-month intervals. However, Horses competing in Events must have received a booster within 6 months +21 days (and not within 7 days) before arrival at the Event.
4. Horses may compete 7 days after receiving the second vaccination of the primary course.
5. No vaccination shall be given within seven days of the Horse's arrival at the event.
6. Horses that are not competing in the CDI events may sometimes be stabled in the FEI Stable Area as long as they are under the care and control of an entered FEI rider. All horses entering the FEI Stables Area must be FEI-registered horses with a passport and be current on their equine influenza vaccinations, are examined upon arrival and follow all the FEI Drug rules. This must be requested prior to the competition. The FEI rider is responsible for all actions of that horse or anyone helping with it. It may compete in National classes.

GOING FORWARD: With the approved USEF Memberships, FEI Registrations and Validated Passport in hand, you can now do the FEI Competition Entry.

FEI ENTRY SYSTEM: Each horse/rider pair must declare their intent to compete through this system via the USEF athlete dashboard prior to 4pm eastern on the FEI definite entry date.

U.S. FEI ENTRY QUICK GUIDE BEFORE SUBMITTING ENTRIES

1. Do you have the following complete in order to submit your FEI Entry?

- a. USEF Competing Membership (complete yearly or become Life Member)
- b. Safe Sport Completed (complete yearly)
- c. FEI Rider Registration (complete yearly)
- d. FEI Horse Registrations (complete yearly)
- e. Commonly Ridden Horses – Horses cannot be added to an entry without being put in commonly ridden horses in your athlete dashboard. If all of the above is complete, move on to submitting your entry declaration.

2. How to enter a U.S. FEI competition:

IMPORTANT: Submit your entry declarations before the 4:00 p.m. EST definite date deadline to avoid a late entry fee. You can view Definite Entry Dates for all FEI competitions in the [USEF FEI Entry Portal](#) or on [FEI Schedule](#). **You are not considered entered in the competition until your entry is submitted in the USEF FEI Entry Portal.**

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

- a) Make sure that you are entered with the competition through their designated entry process. Declaring intent in this step does not constitute an entry.
- b) All withdraws and horse changes need to be made through the [USEF Athlete Dashboard](#)
- c) Contact feientries@usef.org with questions and issues regarding the USEF FEI Entry Portal

3. Review the USA Dressage Minimum Entry Requirements for CDIs see [USEF Annex B](#).

! A competitor must earn a minimum score of **60% in the qualifying test** to qualify for the final test. If you do not achieve a 60% or higher in a qualifying class, you will not advance forward. Not all of your classes will be qualifying classes to go forward can check the FEI Schedule or ask the Chief Steward if you are unsure about this.

4. After you have entered on the Athlete Dashboard, you will need to enter the competition in the usual manner with an entry form/fee submitted etc. Depending on the competition, this may be through Fox Village, Black Horse or HorseShowOffice. This is where you reserve your stalls, shavings and submit the required fees.

Rules to be aware of during the competition:

a) Enter daily Horse temperatures in accordance with the FEI Veterinary Regulations for all FEI Events worldwide:

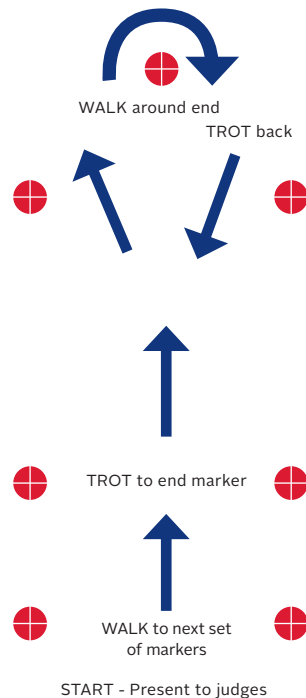
- Instantly find a Horse by scanning the bar code on a FEI document, searching by FEI ID number/name or using the My Horses functionality
- Enter daily temperatures of FEI Horses twice a day for the three days leading up to the day of arrival at a FEI Event
- Complete the FEI Self Declaration document in the FEI HorseApp within 24 hours of arrival on the competition grounds.
- Enter daily temperatures of FEI Horses twice a day during a FEI Event
- [Click here to see how to enter Horse temperatures on the FEI HorseApp](#)

b) Horse Vet Inspection upon arrival – when you arrive at the competition, you will check your horse in with the FEI Vet. Have your passport ready along with a thermometer to take your horse's temperature.

c) Schooling Of Horses

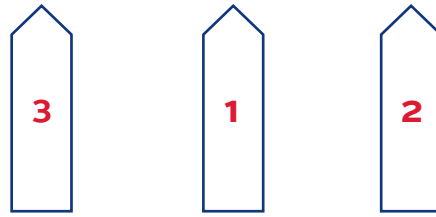
- No one other than the Athlete may ride the Horse/Pony they are entered with, as of the official opening of the stables according to the FEI approved schedule as well as for the duration of the whole Event under penalty of disqualification. This means, for instance, that a groom mounted in the saddle may walk the Horse/Pony on a long, safe rein and that lunging and verbal assistance from the ground from the trainer or their representative is permitted. An exception to this rule may only be granted under extraordinary circumstances in writing by the FEI or the President of the Ground Jury.
- Under no circumstances is it permitted to school the Horses in other areas than the official training arenas. No schooling is permitted in any area which cannot be supervised by the Stewards. Contravening this rule will entail a Yellow Warning Card and Elimination.
- Horses may not leave the stables, the Competition area, or the areas supervised by Stewards for any purpose unless authorized by a recognized FEI Official of the Event or a Veterinarian acting in the interest of the health and welfare of the Horse. There is no schooling allowed in stables.

d) Horse Inspection (Jog) - Prior to the start of the competition, you will participate in the Horse Inspection (Jog). You will need to sign up for your jog time at most competitions in the show office or through an online system like Black Horse. An inspection list will be posted with your scheduled time. Be prepared and ready to go at your assigned time. Follow the directions of the Stewards and Inspection Panel of Judges.



If your horse passes the jog, the announcer will say Horse is accepted. If the horse does not pass the jog, you will go to the **Holding Box** with the Treating Vet. After assessing your horse, the Treating Vet will discuss the issue with the Judges and decisions made to re-present the horse.

e) Awards Ceremonies - Participation in Awards Ceremonies is mandatory. Check the schedule/day sheet for when the Awards Ceremonies for your class will take place. **Be ready**, dressed, horse ready when the time occurs. Usually, the 6-4th place horses will go around (clockwise) around the outside of the competition arena. 1st – 3rd will be walked into the competition arena by the steward and line up in this manner.



f) The Role of the FEI Stewards at your competition - There will be several FEI Stewards at your competition. They are monitoring all activities that occur at the competition, will be overseeing all competition and warm-up areas, as well as circulating through the stables area. They will be overseeing the competitors going into the competition arena and giving competitors an idea of how long before they are due to go into the competition arena when in warm-up. If you have any questions during the competition, talk to the Chief Steward.