



GSDHJA is hosting a clinic with Julie Winkle and Geoff Teall on Oct 24 & 25

at the Del Mar Horsepark.

This clinic is a USHJA recognized Trainer's Certification Program (TCP) Clinic. Participating in a TCP Clinic is one of the required steps to becoming a USHJA Certified Trainer, and

certification has many benefits for you professionally!

But even if you do not wish to pursue USHJA certification, this clinic is a wonderful opportunity for you to develop and improve your teaching skills of the American Hunter/Jumper Forward Seat Riding System. Non-professionals, or professionals not interested in certification and/or actively participating in the round table discussions held each day, are welcome to join as Clinic Observers.



AND there are opportunities for riders as well!

Hunter, Equitation and Jumper riders this is your chance to ride with two of the nation's top judges/clinicians/trainers.



The **GSDHJA TCP Clinic with Julie Winkel and Geoff Teall**
 October 24 & 25, 2016
Participant and/or Observer Application



This clinic has been recognized as part of the **USHJA Trainer Certification Program**. In order to be eligible for TCP credit you must attend as a participant.

Non-professionals, or professionals not seeking certification **and/or** actively participating in the round table discussions held each day, are welcome to join as Clinic Observers.

Name of Participant/Observer: _____

Address: _____

Phone: _____ E-mail: _____

Will you be seeking Trainer Certification Credit? Yes ___ No ___

If you will be seeking Trainer Certification, please be aware that you must:

- 1) Have both an active membership and a professional membership with **USHJA** in place **BEFORE** you attend the clinic.
- 2) Sign in and out each day, attend all 4 sections and the round table discussions on **both days**.

I will be attending as a participant.
 Fee is **\$150** for both days for GSDHJA members, **\$200** for non-members.

I will be attending as an observer.
 Fee is **\$100** for both days, or **\$55** for one day. Please indicate which days you plan to attend: ___ both days ___ Monday, Oct 24 ___ Tuesday, Oct 25

Fee includes a light breakfast and box lunch.

Please submit your application no later than OCTOBER 17TH.

Payment will be due by that date as well. Please go to the store tab at gsdhja.org to pay, or mail check with this form

Please fill out the application and email the form to gsdhja@gsdhja.org or mail to GSDHJA 1741 Balanced Rock Lane El Cajon CA 92019

Questions? Contact Cathy Robinson 760-522-4594



USHJA Trainer Certification Program FAQ's

This FAQ is a brief overview of the TCP requirements. Applicants must refer to the TCP webpage for detailed instructions. The website will always contain the most up to date information and will supersede this FAQ.

Do I apply to be a Certified Trainer or a Provisional Trainer?

- **Certified Trainer:** Certified Trainers represent the majority of working trainers in the USHJA. They are hunter/jumper professionals who have been teaching/training *for a minimum of three out of the last seven years* and who teach/train all levels of riding. Their training proficiency ranges from local to international competition, emphasizing basic skills, horsemanship and safety.
- **Provisional Trainer:** Provisional Trainers have completed the same requirements as Certified Trainers but have worked as hunter/jumper trainers for *at least one year* but fewer than three years. A Provisional Trainer will have the opportunity to become a Certified Trainer after he has worked as a full-time professional trainer for at least three years.

What is the Application Process and how much does it cost?

- ALL documents must be submitted within one year from receipt of ANY part of the application.
 - Required Documents:
 - Online TCP application (contains background check) and \$100 application fee
 - Resume documenting experience as a full-time hunter/jumper trainer
 - Proof of general/professional liability insurance listing applicant's name
 - Certified Trainer Applicants: TCP Recommendation Forms submitted directly to the USHJA from three full-time, active, hunter/jumper professionals. These references must have working knowledge of the applicant's current riding, teaching and training abilities for *at least the past three years*.
 - Provisional Trainer Applicants: TCP Recommendation Forms submitted directly to the USHJA from four full-time, active, hunter/jumper professionals. Two of the four references must know the applicant as an individual for *at least three years*, while having *at least one year* of working knowledge of the applicant's current riding, teaching and training abilities. The remaining two references must have this teaching/training knowledge of the applicant for *at least one year*.
 - Attend a TCP Clinic *or* complete the Online Trainer Certification Course
- The TCP Committee reviews applications three times per year.
- Upon approval, applicants must pay the \$225 exam/certification fee within 30 days of notification.
- An exam log-in code will be sent via email and applicants have six months to take the test and score 85% or higher.
- **Certified Trainers:** Once the applicant has passed the exam and returned the official certification letter, he or she will be listed on the USHJA Certified Trainer Directory. At that time, Certified Trainers have the opportunity to modify and improve their profile in an effort to promote themselves.
- **Provisional Trainers:** Passing the exam and returning the official certification letter grants Provisional status. After reaching three years of teaching/training, a Provisional Trainer must request promotion to Certified Trainer and include an updated resume documenting additional education and experience.

What are the fees associated with becoming a Certified Trainer?

- Application Fee: \$100 (includes a complimentary TCP Manual)
- Background Check Fee: Overall fee varies by state
- Exam/Certification Fee: \$225 (due upon application approval; grants access to TCP exam)
- Educational Fees (applicants must fulfill one of the following educational requirements)
 - TCP Clinic: Overall fee varies per TCP Clinic
 - Online Trainer Certification Course: \$200 (includes 6-month subscription to EquestrianCoach.com)

In what format is the TCP Exam?

- 150 questions in true/false, multiple choice and labeling format.
- Candidates may log into the exam two times and once logged in, there is no time limit to complete the exam.
- If a candidate is unsuccessful in passing the exam, he will have the opportunity to retake the exam within 30 days of the first attempt. If he is unsuccessful in the second attempt, he must wait six months before re-applying to the program.



Presented by

TCP Application Process

1. Attend a TCP Clinic or complete the Online Trainer Certification Course.
2. Submit TCP application, application fee, and supporting documents to the USHJA office.
Supporting documents:
 - Resume documenting a minimum of three out of the last seven years of professional experience within the hunter/jumper industry teaching, training and/or riding experience. For provisional trainer applications, resume must document a minimum of one year of professional experience within the hunter/jumper industry.
 - Proof of general/professional liability insurance. Applicant's name must be listed on the certificate as insured or a letter from the insurance company must be submitted with certificate stating that applicant is insured under his/her employer.
 - Three completed recommendation forms (found on TCP webpage at www.ushja.org) completed by hunter/jumper professionals who are Active members of USHJA. All Certified Trainer references must have known applicant for at least three years. All Provisional Trainer references must have known applicant for at least one year. At least one reference must be from applicant's home zone. Forms must be submitted to the USHJA office directly from the reference.
3. Applicant will receive a complimentary TCP Manual, which is the exam study guide, upon applying to the program. The applicant does not need to purchase a manual separately.
4. The TCP Committee meets three times per year to review applications. Upon approval, applicant must remit the \$225 exam/certification fee.
5. Applicant will receive an email containing the exam log-in code once USHJA has received the exam/certification fee. Applicant has two log-in attempts to pass the online exam with a score of 85% or higher within six months of the date the exam email was sent.
6. Passing the exam grants certification and prompts the trainer's name, location and resume to be posted on USHJA's online Certified Trainers Directory. The Certified Trainer will receive a certificate of TCP Certification in the mail within two to three weeks of becoming certified.