

Intercollegiate Dressage Association

2015-2016

Rules, Standards and Regulations  
for  
Recognized Competitions

*Join the Team!*

NOTE: All IDA competitions shall be run under US Equestrian Federation rules, unless covered specifically within these rules.

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# INTERCOLLEGIATE DRESSAGE ASSOCIATION

## Code of Conduct

*Intercollegiate Dressage Association (IDA) Members, including riders, coaches, Officials, and volunteers must conduct themselves in a sportsmanlike manner, and are responsible for their actions in competitions, going to and from competitions, and while at areas hosting competitions. Members are responsible for adherence to IDA competition rules and procedures.*

*In all equestrian sports the well-being of the horse shall be above the demands of trainers, riders, owners, organizers, sponsors or officials. In the interests of the horse, the fitness and competence of the rider is essential. All riding and training methods must demonstrate respect for the horse as a living entity and may not include any technique considered to be abusive or overtaxing of the horse's ability or fitness.*

**NOTE:** Anyone may approach the steward or show management to report violation(s) to the IDA Code of Conduct. Unsportsmanlike conduct may result in disqualification from an event, loss of points earned at the event and possibly prevent participation at future IDA events at the discretion of show management, show steward and/or IDA Board.

# Intercollegiate Dressage Association, Inc.

## 2015 –2016 RULES, STANDARDS AND REGULATIONS For Recognized Competitions

All IDA competitions shall be run under US Equestrian Federation rules, ***unless modified specifically within these rules.***

### Article 1 - Recognized Shows

For a show to be recognized as an Official IDA Show with points earned toward regional standings and qualification for Nationals, the show must be approved by the Regional Representative and posted on the official IDA Calendar. It is preferred that the dates be submitted to the calendar by Sept. 1 for fall semester and January 15 for spring semester. In the event that a show is added after these dates, it must be submitted to the Regional Representative for approval a minimum of 6 weeks prior to the show. Approved show dates must be submitted to the IDA President. Only one school can be designated as a hosting college.

### Article 2 - Officials

#### 2.1 Judges

Judges used at all IDA recognized competitions must be either US Equestrian Federation licensed judges (“r”, “R”, or “S”) or, USDF “L” graduates .

- A. It is strongly recommended that within one region, a judge only judges one IDA show in the fall and one in the spring.
- B. At least 2 US Equestrian Federation licensed judges are required in each ring for all rides at Championships or Finals.

#### 2.2 Show Officials

Includes and refers to all persons directly engaged by the show. All show officials should be clearly and appropriately identified on the day of competition. Show officials shall include:

- A. *Show Management* – duties include:
  - 1. Group the horses. There shall be four horses in each group. The groups should be composed of horses of as equal as possible quality to ensure a fair competition. A list of alternate horses must be made in the event of a competition horse being unsuitable on the day of the competition.
  - 2. Exchange an unsuitable horse for an alternate horse before saddling or during warm-up.
  - 3. Prepare and submit an Emergency Preparedness Plan to the regional representative and the IDA National Secretary 2 weeks prior to the show. Submit Emergency Preparedness plan with the prize list.
- B. *Horse Master*, who shall be in charge of:
  - 1. Overseeing the horse handling crew, ensuring that all horses are presented properly, efficiently and humanely.
  - 2. Ensuring that each horse is ready for mounting at the appropriate time. It is recommended that on cold days horses waiting to be mounted are hand walked, and kept warm.
- C. *Secretary*, who shall be in charge of:
  - 1. Submitting a request for show dates to the Regional Representative for approval.

2. Hiring the Judge(s) and organizing the officials necessary for the operation of the show.
  3. Mailing or e-mailing the prize lists to the colleges to active members within their region at least 3 weeks prior. In order to qualify as an IDA competition there must be a minimum of 3 schools competing at the show.
  4. Processing the entries and verifying that the teams and riders are active IDA members. Verification can be made on the website.
  5. Making the ballots for the horse draw.
  6. Making the competitors packets.
  7. Confirming receipt of entries and acceptance of the College competitors.
  8. Presiding over the registration.
  9. Making copies of the schedule after the declaration of horses. \*One copy shall be given to the Judge(s), one to the Announcer, one to the Horse Master, and one copy shall be the Official Show Program. An Official Show Program must be posted for the competitors' and spectators' reference.
  10. Supplying the Judge with the correct score sheets.
  11. Familiarizing the Judge with the objectives and procedures of Intercollegiate Dressage competitions.
  12. Familiarizing the scorer with scoring procedures.
  13. Providing copies of competition results to each competing college representative.
  14. Mailing competition results and show dues to the Regional Representative within 30 days following the Regional IDA competition. Delinquent schools will not be able to become participating members of the IDA in subsequent years until all outstanding dues are paid. See IDA Show Invoice and Appendix.
- D. *Scorer*, who shall be in charge of:
1. Calculating the points (marks) earned for each test see 8.9.B.1;
  2. Calculating the overall team score as outlined in 8.9.c,d,e.
  3. Creating an official score board to be posted for public reference as efficiently as possible.
- E. *Ring Persons*, who shall be in charge of: (minimum of 2 persons)
1. Observing the warm-up area, with a view toward maintaining a safe schooling environment.
  2. Ensuring the riders mount at the appropriate time.
  3. Time rider with appropriate timing device that calculates seconds.
  4. Giving the rider a 3-minute warning for the end of the warm-up period.
  5. Telling the rider when the warm-up period is over.
  6. Telling the rider when to leave the warm area to proceed to the competition area.
- F. *Rules Stewards* shall consist of three (3) coaches from visiting colleges whose names are drawn at the coaches' meeting. The Rules Stewards are responsible for overseeing the event and settling all problems that may arise concerning the rules. In the event that three coaches (3) are not present (excluding the hosting school's coaches) then two (2) stewards will preside.
- G. *Safety Coordinator*: Each show must designate a safety coordinator as required by the emergency preparedness plan; with the responsibility of coordinating emergency response in the ring and warm-up area. This individual can be a qualified medical personnel or a lay person but must have no other responsibilities at the show except emergency response. The individual must be clearly identified and have access to emergency phone numbers and directions to the facility. It is recommended that this individual be a qualified medical person. Hosting schools are required to follow the emergency personnel guidelines of the hosting college or facility.
- H. *Emergency Preparedness Plan*: Each show manager is responsible for preparing an emergency preparedness plan. The form can be found on the IDA website and must be included in the prize list and submitted to the regional representative and the IDA National Secretary 2 weeks prior to each competition.

## Article 3 - Show Staff

### 3.1 Show Staff

Includes and refers to all persons performing duties under the direction of the Show Officials. The Show Officials may organize the Show Staff in any manner that contributes to the quality of the show. The Show Staff and their duties may include:

- A. *Announcer* who shall be in charge of:
  - 1. Reading the horses' description during the Parade.
  - 2. Giving the competitor's name, number, and the horse's name before the test and during the award Ceremony.
  - 3. Announcing the results of the horse draw.
- B. *Scribe* who shall be in charge of:
  - 1. Writing the judge's comments during the test.
  - 2. Serving as a link between the Judge and the Show Officials
- C. *Horse Handlers* who shall prepare and present the horses.
- D. *Parade Riders* who shall show the horse during the parade. It is encouraged to select parade riders that represent the horses well for their levels. Ideally non-competing riders serve as parade riders, however if the host college cannot provide a sufficient number of non-competing riders, competing riders may act as parade riders. The goal is for each horse to be warmed up and presented to the best of its ability.
- E. *Ring Crew* who shall prepare, reset, and maintain the arenas.
- F. *Runners* who shall carry messages and carry the tests from the Judge to the Scorer.
- G. *Additional Persons* as needed to perform any duties assigned by Show Officials.

## Article 4 - Competitors and Representatives

### 4.1 Riders

- A. Schools and riders must be members of IDA at least 2 weeks prior to the show - NO EXCEPTIONS.
- B. Riders must be students enrolled as full-time undergraduate or graduate students and be in good academic standing at the college they are representing. Fourth year seniors who are in their last semester and are part-time, may still participate as long as they are in good academic standing. Riders will have a maximum of 4 years of combined eligibility as an undergraduate and/or graduate student over a period of 5 years. Riders must be paid individual members of the IDA and represent colleges that are participating members of the IDA. Riders should have their membership form filled out on the IDA website at least 2 weeks prior to their first competition. Payment must be received by PayPal or a school check 2 weeks prior to the horse show.
- C. Senior Qualification Rule: A qualified senior who graduates mid-year is permitted to compete at Nationals as an individual provided they have health insurance and have permission from their school, coach or student representative. They may not compete in regional shows after graduation. They may not compete at Nationals as a member of a team.
- D. All riders must provide complete and accurate information concerning their past riding experience as part of their initial registration. Any rider and/or coach who is proven to have intentionally misrepresented, through falsification or omission, any riding experience will lose all individual and/or team points, and/or be barred from IDA competition and participation at the discretion of the IDA Board. All riders must be entered according to the level at which they are qualified to ride; and may only be entered in one class/level per show. Any rider found competing that is not a valid member of the IDA will have their score and the scores of their team dropped.



E. Definition of Recognized Competition: A recognized competition is any sanctioned by the United States Equestrian Federation (USEF); American Grand Prix Association (AGA); American Quarter Horse Association (AQHA); National Reining Horse Association (NRHA); United States Eventing Association (USEA); and United States Dressage Federation (USDF) United States Hunter Jumper Association USHJA. See appendix for chart on equivalent riding levels to other federations with USEF

F. Level of Riders

**1. Introductory**

- i. Minimum Qualifications: The Introductory division is designed for beginning dressage riders that have had a minimum of 12 hours of riding instruction within 1 year prior to competing in the IDA.
- ii. Maximum Qualifications: This division is open to any rider that has not competed in 6 training level tests (or equivalent tests, see Appendix A) or competed at a level higher than training , in any recognized or schooling dressage competition; including those recognized by USDF, IDA, USEF or USEA. Guideline on equivalent FEI and foreign federation tests are in the appendix of the rules. An introductory rider may not have won more than 5 hunter seat equitation classes on the flat in recognized competitions. Introductory riders may not have won more than six classes in any over fences class three feet (3') or higher in a recognized competition. Introductory riders may not have competed in USEF Level O (.85m) or higher jumper classes. Riders may not have competed in Novice level or above in IHSA competitions or be rated C-2 above by the U.S. Pony Club. Riders may not have competed in a USEA event or schooling event at Novice level (2'11") or higher, riders may not have competed in USEF limit equitation classes or above. A rider may not have received the FN German small bronze medal. A rider is no longer eligible to compete at Introductory level once they have competed at Training level or above in any IDA competitions, earned 28 points at Introductory level or placed 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> at the IDA National Championships at Introductory level during team or individual competition day. Introductory riders shall have a maximum 2 year calendar limit to compete at this level dating from their joining IDA. Introductory riders must be reclassified each year of their two year eligibility with the same qualifications as a new rider.
- iii. *The ideal of the Introductory Division is to encourage exposure to the riders new to the sport of dressage. Coaches and Riders are requested to abide by this philosophy.*

**2. Lower Training Level:** This division is open to all riders who have not competed in 6 or more first level tests (or equivalent tests, see Appendix A) or competed at a level higher than first level in any recognized or schooling dressage competition guidelines on equivalent FEI and foreign federation tests are in the appendix of the rules). Riders may not have competed in the FEI 4 year old test or above. Riders may not have competed in Intermediate level or above in IHSA competitions or be rated C+, C-3 or higher by the U.S. Pony Club. Riders may not have competed in a USEA event or schooling event at Training level (3' 3") or higher; riders may not have competed in any USEF Intermediate equitation class or higher; riders may not have competed in USEF Level 2 (1.0m) or higher jumper classes. A rider may not have received the FN German large bronze medal. A rider is no longer eligible to compete at lower Training level once they have competed at upper training level or above in any IDA competitions, earned 28 points at lower Training level or placed 1<sup>st</sup> or 2<sup>nd</sup> at the IDA National Championships at lower Training level during individual competition day.

**3. Upper Training Level:** This division is open to all riders who have not competed in a recognized or schooling dressage competitions at Second level (or equivalent, see Appendix A) or above. Guideline on equivalent FEI and foreign federation tests are in the appendix of the rules. Riders may not have competed in the FEI 5 year old test or above. Riders may not have competed in Open level or above in IHSA competitions or be rated B or higher by the U.S. Pony Club. Riders may not have competed in a USEA event at Preliminary level or higher; riders may not have competed in any USEF Medal, Maclay or USET equitation class; riders may not have competed in USEF Level 4 (1.15m) or higher jumper classes. A rider is no longer eligible to compete at upper Training level once they have competed at First level or above in any IDA competitions, earned 35 points at upper Training level or placed 1<sup>st</sup> or 2<sup>nd</sup> at the IDA National Championships at upper Training level during individual competition day.

**4. First Level:** This division is open to all riders.

**G. Moving between Divisions:** (Ribbons earned at Nationals do not receive points) Points shall be allocated on the following basis:

1. 1<sup>st</sup>. Place = 7 Points
2. 2<sup>nd</sup> Place = 5 Points
3. 3<sup>rd</sup> Place = 4 Points
4. 4<sup>th</sup> Place = 3 Points
5. 5<sup>th</sup> Place = 2 Points
6. 6<sup>th</sup> Place = 1 Point

- i. Riders that accumulate 28 points at Introductory level are no longer eligible to compete at this level.
- ii. Riders that accumulate 28 points at lower Training level are no longer eligible to compete at this level.
- iii. Riders that accumulate 35 points at upper Training level are no longer eligible to compete at this level.
- iv. Riders at First level may remain at First level for as long as they are eligible to compete with IDA. First level riders may not compete below First level.
- v. Once a rider has placed first or second at IDA Nationals during individual competition at any level, they are no longer eligible to compete at that level in IDA regional competition.
  1. Exception: Individual tests on team competition day at IDA Nationals are excluded from this rule
  2. Exception: First level riders may continue to ride in First level.
- vi. Ribbons earned at Nationals do not receive points.
- vii. Riders may not move back to a lower level once they have shown at a higher level unless the rider can provide verifiable justification for moving back to a lower level. The request must be reviewed and approved by majority vote of the Rider Classification Committee. A rider's classification change to a lower level may be requested either by a written request to the Chair of the Rider Classification Committee from the rider's coach stating sufficient reason for lowering the rider's classification or at such time when three (3) or more other coaches agree that said rider is not proficient enough to compete safely at the higher level and submit their

written request to the Chair of the Rider Classification Committee. The Chair will then convene a teleconference of the committee to discuss and decide by majority vote on the new classification. A copy of the committee's written decision will be sent to the rider's coach, the rider classification representative of the appropriate region and the head of the Rider Classification Committee.

- viii. Coaches may move riders up to a higher level if their ability warrants.
  - ix. A rider's classification is determined by the rider's Rider Classification Form. In subsequent years the rider's classification is determined by points accumulated in IDA recognized competition.
  - x. Riders may move up a level during the IDA Regional show year due to "pointing" out of their level or at the coach's discretion. Riders moving up a level, compete at Nationals at both team and individual competition at the level they qualified for and if qualified for two levels then at the level where the highest points have been accumulated. They may not compete at Nationals in the lower level if he/she has accumulated more points at the higher level (see 12)
- H. Riders are to be attired in accordance with US Equestrian Federation rules for Dressage classes. All riders are required to wear protective headgear meeting the standard of ASTM F1163 SEI Certified approved headgear. The helmet's harness must be fastened at all times when mounted. Any rider not wearing the required helmet as specified in this rule will be automatically eliminated.
- I. Riders are permitted to wear safety vests in IDA competition and in warm-up.

#### **4.2 College Representative**

College Representative shall be an employee of the college and a non-student to whom the IDA Secretary directs correspondence regarding official matters. The duties of the College Representative shall include certifying that each rider is in good academic standing.

#### **4.3 Designated Team Representative/Coach**

One or more designated team representatives / coaches must be listed on the entry form and are to accompany the riders to competitions, assist the riders with horse selection and warm-up, and perform the customary role of a coach. The designated team representative may be the coach, a competing student or other representative. A designated team representative /coach must be listed on the entry form for each team. Any last minute additions or substitutes should be reported to the secretary and added to the form. A substitute team representative/coach may be used if person listed on the team application as representative/coach cannot attend. The substitute must be listed on the entry form and perform all functions of team representative/coach. The designate team representative's duties include:

- A. Being responsible for entering riders at the level appropriate to his/her ability and qualifications.
- B. Attending the pre-competition briefing and relaying information to the college's team or individuals.
- C. Being familiar, and familiarizing his/her riders with the US Equestrian Federation and Intercollegiate Dressage Competition rules.
- D. Upholding and requiring his/her riders to uphold the US Equestrian Federation, Intercollegiate Dressage Association rules and the IDA codes of conduct. Infractions of the code of conduct and/or the rules will be enforced as follows:
  - 1. 1<sup>st</sup> Infraction - Warning by Steward and/or Show Management
  - 2. 2<sup>nd</sup> Infraction within Competition Year - Will result in loss of team scores /points for show
  - 3. 3<sup>rd</sup> Infraction within Competition Year - Will result in school suspended from all IDA competitions

for remainder of year.

- E. Monitoring the use of whips and spurs during the parade, warm-up and the performance of the test. These aids must be used according to the restrictions published with the horse descriptions.
- F. It is recommended that designated team representatives / coaches check the scoring on their team members' test sheets as per article 8.9.a.6 of these rules.

## **Article 5 - Horses**

### **5.1 Qualifications**

- A. All horses must be five years of age or older and serviceably sound.
- B. All horses must be schooled for the level at which they are meant to compete; and be of sufficient quality to be competitive at the level for which they are recommended; and fit enough for three (3) rides at that level if scheduled for 3 rides in the competition.
- C. Each horse may be used for a maximum of three times during a competition. d.  
  
Alternate horses suitable for each level must be provided.
- D. It is advisable to limit show entries rather than include groups of unsuitable horses.
- E. Outside horses brought in for competition use must be checked for suitability at the host facility prior to the competition.
- F. Host College may designate a horse as a restricted horse. Horses may be restricted because of temperament, training or fitness. Restricted horses may only compete at a particular level or levels as stated. All colleges must abide by this designation. Restricted horses shall be posted in the show program and/or announced at the parade of horses. Examples of restrictions include: Restricted to First Level only; restricted to Introductory Level only; restricted to Training Level and below. All teams must adhere to these restrictions. Host colleges reserve the right to restrict riders because of their size, at their sole discretion. Teams must abide by the host college's restrictions or elimination will result.
- G. The use of auxiliary aids such as whip and spurs shall be at the discretion of the host college and must be clearly posted before the start of competition. All riders must abide by this posting or elimination of the rider will result. If there is no written restriction, it is presumed that all other USEF approved auxiliary aids are allowed.

### **5.2 Presentation**

- A. Each horse should present a polished appearance. It is recommended that their manes be braided.
- B. In the interest of equality, all horses used for a particular level must have the same type of saddle, i.e. Dressage or all-purpose, and each saddle must properly fit each horse to provide the greatest comfort to the horse.
- C. Equipment should remain the same for each horse throughout the competition. Length of stirrups may be adjusted as needed to accommodate individual riders and are the only equipment changes that may be made once the competition has begun. If the stirrup leathers supplied by the host school cannot be

adjusted adequately, stirrup leathers maybe replaced with ones that are long or short enough, with suitably sized irons. A competitor may bring their own set of stirrup leathers and irons if the above circumstances occur.

- D. Tack and Equipment must conform to US Equestrian Federation. Rules with exceptions as noted in these rules (5.2.e,f).
- E. Equipment designed to protect the horse, such as boots and bandages are allowed. The same equipment must be used consistently throughout the competition.
- F. Host colleges may use whatever equipment is deemed necessary for the horses to go as well as possible including ear plugs etc. as long as they comply with USEF regulations unless noted in the rules.

## **Article 6 - Riding Areas**

### **6.1 Warm Up**

The warm-up area should present a safe environment in which riders can school unfamiliar horses. Ideally, the warm-up area is an enclosed space with easy access both to the saddling area and the competition area. It should be large enough to allow adequate warm-up space for a minimum of four horses. In the coach's meeting before the draw the show organizer will announce the horses that will require an additional warm-up. At show management's discretion, the horses used later in the day may be warmed-up for a second time prior to competition for no more than 15 minutes with the approval of the show stewards. Hand walking, or walking on a long rein is allowed at the show management's discretion.

### **6.2 Competition**

- A. A standard arena of twenty by sixty meters is recommended for Training Level Test 1, 2 and 3, and First Level. However a short arena or standard arena may be used for all levels at the discretion of the organizers but must be clearly declared in the prize list and the coaches notified prior to the beginning of the competition. If the short arena is used for the First and Upper Training level division it is recommended the USEF 2011 Training level test 2 and the IDA revised 2011 First Level Test 1 be offered. Other first level tests may not be ridden in the short arena.
- B. The small dressage arena of twenty by forty meters is recommended for USDF Introductory Tests A and B. However, a short arena or standard arena may be used for all levels at the discretion of the organizers, but must be clearly declared in the prize list and the coaches notified prior to the beginning of the competition.
- C. Suitable provisions for the Judge's box must be made.

## **Article 7 - Entry Procedure**

### **7.1 Prize List**

The following information is to be collated by the Secretary and sent to the teams invited to compete:

- A. Entry form on which the show fees and the organization to which the fees are payable must be clearly stated. The Board of Directors shall set the fees nationally.
- B. Specific show information, including:
  - 1. Date and location of the show

2. Directions to the show facility
  3. Tentative schedule \* Note: First Level should be the first division to be ridden in the competition.
  4. Specification of the tests to be ridden \*Note: It is recommended to offer only the tests within each level that the recommended horses can do correctly, easily and comfortably.
  5. Include Emergency Preparedness Plan with the prize list
  6. The open and closing dates for entries
  7. Size of the arena for each level
  8. A line that asks attending teams if they are hosting an IDA recognized competition during the season with a yes/no box for the team representative to check
  9. Any other relevant information including a listing of area hotels, restaurants and directions
- C. A medical/liability release form, if required by facility, must be signed and returned to the Show Secretary before the start of competition.
  - D. The entry form must be returned to the Show Secretary and the Regional Representative via electronic email.
  - E. The Regional Representative and the Hosting College will email verification of receipt of entries. This policy will ensure that the proper rotation of additional teams and individual riders will be followed from year to year.
  - F. Payment due date for entries will be stated on the prize list. All prior debts must be settled before future entries will be accepted in IDA completions.
  - G. Failure to notify the host school of scratching a team, without 24 hour advance notification will result in the inability to compete in future IDA competitions for 3 months.
  - H. The Hosting College will declare the number of teams they will accept on the prize list. If they need to change the size of the show after the prize list has been distributed, notification must go through the Regional Representative. The Regional Representative will notify the regional member colleges of any changes made.

## **7.2 Entry of Teams and Individuals**

- A. One or two teams from each member college may be entered at each show. Each team shall be composed of three to four eligible riders from the following levels, one USDF Introductory level (Introductory test A or B), one Lower Training level (Intro test C and training level 1), one Upper Training level (training level test 2 or 3), one First level (first level test 1, 2 or 3).
- B. Individuals of IDA member colleges may be entered as part of a mixed-college team if the college has fewer than 3 riders. Individuals may be placed at any level for which they are eligible.
- C. Rider scores shall not be calculated for team scoring if fewer than 3 riders represent the college. In such cases these points shall be calculated as individual points only. Only scores earned by riders, as part of a recognized Team shall be calculated in the team scores. Scores earned by any pick-up riders shall be dropped from the team score. Pick-up riders shall receive any team or individual awards/prizes earned.

- D. Coaches must notify host colleges of any riders with specific needs two weeks prior to the show. Riders with specific needs will be accommodated at the discretion or ability of the host college to accommodate, keeping in mind the well-being of the horses and safety of the rider and other riders.

### **7.3 Substitutions and Cancellations**

Before the closing date, any eligible rider may be substituted for an entered rider in the following manner:

- A. To make the substitution, the College Representative must contact the Show Secretary.
- B. No substitutions shall be allowed after the closing date without the permission of the show management .
- C. If a college cancels its entry prior to the closing dates, the college is entitled to a full refund of its entry fees. Cancellations after the closing date are non-refundable and entry fees are to go to the organization hosting the show.
- D. Whenever possible, the prize list shall include a rain or snow date in the event the show needs to be postponed due to weather or other unforeseeable acts or events.

### **7.4 Over or Under-Subscription**

- A. The Show Secretary may refuse to accept any entry that is not properly filled out and accompanied by the appropriate fees.
- B. In the event that the show is oversubscribed, the Show Secretary shall: Guarantee entry for one team from as many colleges as possible. First entered, first accepted. The host school does not receive a second team entry until all properly entered teams are accommodated for a first team entry.
- C. Undersubscription
  - 1. If there is enough space to permit the entry of two teams from Hosting College, the Secretary will contact the Regional Representative who is in charge of the rotation set up by their region. It is recommended that a fair rotation (i.e. alphabetical order) be used and kept track of for the competition year. Once the Hosting College has been given the option of a second team, any remaining slots shall be filled by a fair draw of non-hosting colleges desiring to send two teams to the competition.
  - 2. The Regional Representative and the show management are responsible for assigning individuals may fill any remaining slots. Each region must determine if a draw, rotation or other system will be used to allot the individual slots
  - 3. In the event that the show is undersubscribed, the Show Secretary may elect to:
    - i. Extend the closing date
    - ii. Receive official paperwork and fees on the day the show;
    - iii. Allow college to send individuals to create mixed teams.
    - iv. All colleges to send a third unofficial team (not eligible for team points)
  - 4. There is a limit of 2 official teams representing each college. These teams must be designated to the Host College prior to the horse draw. After the second team, Individuals from one or more schools may fill slots to form "Mixed Teams." Points earned by "Mixed Teams" will count for the individuals ONLY. No team score will be counted towards regional standings. Distribution of slots for mixed teams will be determined by the regions prior to the start of the competition year. Due to circumstances, if a third team is allowed to enter it must be designated as a non-point

team prior to the start of the competition. However it should be noted that only one of the two official teams entered per college will have their points count towards regional standings. Team A or B does not need to be designated as the point team prior to the start of the competition. (i.e. both team A **or** team B are eligible to have points count towards regional standings but not team C).

5. Teams must pay for 4 riders even if only 3 riders are showing.
6. If the 4<sup>th</sup> slot is filled by a rider from another college that rider will pay an individual fee for herself. This fee will go to the regional or national account to provide for yearend awards as determined by the region at the beginning of the year.

### **7.5 Confirmation of Entry**

- A. It is required that the Show Secretary confirm receipt of entries with the Regional Representative.
- B. Any refunds for oversubscription shall be made at the confirmation of entries.

## **Article 8 - Show Procedure**

### **8.1 Programs**

- A. Hosts must use the template for the show program provided on the IDA website, which includes: IDA Code of Conduct
  - IDA Mission Statement
  - Helmet Requirements
  - Liability information as required by your state
  - Ads from National Sponsors

### **8.2 Registration**

The purpose of the registration period is to confirm the competitors' arrival and to distribute information packets.

- A. The information packets should include the following:
  1. A program listing the name, number, and college affiliation of each competitor. A schedule of ride times with blank spaces for horse and rider names will be supplied. Rider and horse names will be filled in by the competitors after the horse draw and declaration of horses.
  2. A description of the horses to be ridden during the competition that shall include:
    - i. The horse's number
    - ii. The level(s) to which each horse is suited, including mandatory level restrictions if required by the Host College
    - iii. Characteristics of each horse – name, height, color, breed
    - iv. Artificial aids (whip and/or spurs) that the rider may make use of when riding the horse.
    - v. The alternate horses must also be described.
  3. Rider Numbers
  4. Optional: Any additional helpful information (where to get food, special promotions, etc.)

### **8.3 Pre-Competition Briefing**

Before each competition there shall be a briefing conducted by the Show Manager with the team representatives/coaches of all teams and individual riders present. During the briefing, the Show



Manager shall discuss with the team representatives/coaches the procedures to be followed throughout the competition. The Show Manager shall also answer any questions that may arise prior to the competition. \*\* See article 2.2f Rules Stewards.

#### **8.4 Horse Draw**

- A. On the day of the competition, the team representative/coach shall draw the ballot that determines the horse group for his/her college. The order of drawing shall be the order in which the colleges are listed in the show program.
- B. If horse groups are being used more than once during the competition, the ballot must specify both the group number and the ride number. If horse groups are not being reused, the ballot needs only the group number.
- C. A redraw must be made if teams from the same college draw the same group of horses.

#### **8.5 Parade of Horses**

- A. With the exception of flying changes, warm up may include movements up to the USEF Third level if appropriate and beneficial to the horse in the division in which he will be shown. Show management guidelines should be followed.
- B. The object of the parade is to provide the competitors an opportunity to view the horses and make horse/rider pairings, to warm up the horses appropriately, and to show them to the best of their abilities. Ideally, the horses will be presented by non-competing riders. If in the best interest of a proper warm-up, competing riders are asked to parade horses, the horse/ rider combinations should be posted prior to the draw. (Regional competitions only)
- C. All horses to be used in the competition are to be presented under saddle in or around the perimeter of the competition arena. They are to be shown at a walk, trot, and canter in both directions (canter unnecessary for a strictly walk-trot horse). Horses must perform all movements required in the levels for which they are recommended, for example: Chewing the reins out of the hand or sitting trot. Horses that are restricted to a particular level or levels shall be announced at the parade of horses. This restriction is mandatory. Riders not following horse restrictions will be eliminated.
- D. Horse shall be presented with tack, whips, and spurs consistent with posted restrictions and US Equestrian Federation rules.
- E. Each group of horses shall be presented separately.

#### **8.6 Declaration of Horses**

- A. After the parade of horses, management shall announce that it is time for the competitors to select their horses. A minimum of ten (10) minutes shall be allowed for competitors to select their horses.
- B. Each horse in the group must be paired with one rider on the team.
- C. After the conferencing period, the team representatives/coaches are called in the order that they appear on the program. When called, the team representative is to inform the Show Secretary of the name of the horse and the name of its designated rider. No horse/rider combination may be changed after the declaration except upon the withdrawal of a horse for cause.

#### **8.7 Competition**

- A. Once the declaration occurs, the rider and the chosen horse meet at the warm-up area. Every rider must have their number, and depending on the type of number used, must wear it on either their back, left boot, fastened to the left side of the saddle pad or on the left brow band loop of their horse at the direction of the Horse Master. First level must be the first division ridden in any competition. Other

divisions may be shown at show management's discretion. Introductory does not have to be the last division of the day.

- B. At the scheduled time, the Horse Master shall allow the rider to take control of the horse. The rider then has ten (10) minutes of warm-up time to prepare the horse for competition. Warm-up time begins at the moment the rider mounts. Riders are encouraged to adjust stirrup length from the ground before mounting. A 3-minute warning will be given during the warm-up period.
- C. The rider may warm up the horse as he/she sees fit. However, cruelty to the horse and/or unsportsmanlike conduct as defined by the US Equestrian Federation shall not be tolerated.
- D. Warm up may include movements up to the USEF Third level, except flying changes, if appropriate and beneficial to the horse and the division in which he will be shown. Show management guidelines should be followed.
- E. Medium and/or free walk ONLY are allowed from the moment the warm up time ends until rider enters the competition area. NO COLLECTED WALK OR TEST MOVEMENTS ALLOWED.
- F. After the final halt-salute of the previous rider, the rider about to perform the test may circle the perimeter of the competition arena at any gait.
- G. Coaches may assist the rider during the warm-up period. The assistance may only be verbal and the coach may not touch the horse in any manner to aid the rider in warm-up (i.e. flexion of the poll through rein contact by the coach etc.) They may also assist verbally while the rider circles the competition arena prior to entering at A.
- H. The execution and judging of the test shall proceed according to US Equestrian Federation rules. However, riders may not have tests called or read for them in any IDA competition. When the test is finished, the rider shall exit the competition area, dismount, retrieve his/her number and give the horse to a handler.
- I. Breaks:
  - 1. Between half an hour and one hour must be allowed for lunch. An activity or entertainment may be planned by the organizers if desired.
  - 2. Judge's breaks must also be scheduled, as determined by the length of the competition, US Equestrian Federation rules, and contract with the Judge.
  - 3. It is advisable to adhere strictly to the schedule and to build catch-up time into the schedule in the event it is needed.
- J. A re-test must occur if:
  - 1. The competition horse is ruled unfit by the Stewards and/or Judge (due to unsoundness or obvious unsuitability). In this case the re-test is ridden at the discretion of show management and should occur during that division. A substitute horse is provided and the rider is given a second warm-up period. When a re-ride is granted it only applies to the individual rider granted the re-ride and the riders who come AFTER.
  - 2. Request for re-rides must be made by a coach to a steward immediately following the ride within 5 minutes from rider exiting the arena.
- K. Equipment failure: If equipment failure occurs during a test, the test is halted, equipment is fixed and the test is begun as soon as possible from the point of interruption.
- L. If a rider's coach feels that the rider is in danger, the coach may stop the ride by signaling the judge. A re-ride will be determined at the discretion of the stewards. Show management may also stop a ride at any point when they feel the rider or horse is in danger. If show management stops the test, a re-ride must be offered.

## 8.8 Scoring, Classification and Prize Giving

### A. General Considerations:

1. After each performance and after each judge has given his Collective Marks, which must be done with due considerations, the judges' sheets pass into the hands of the scorers.
2. Scores and comments must be written in ink. Any corrected score must be initialed by the judge having made the correction. The points are then multiplied by the corresponding coefficient where applicable and then totaled. Penalty points incurred for errors in the execution of the test are then deducted on each judge's sheet.
3. The total score for the classification is obtained by adding the total points given on each test sheet. If there are two or more judges, the points awarded by each judge will be published separately in addition to the total score. Total final results must be published in marks as well as percentages with numbers to 3 places after the decimal point.
4. After all scores for a level have been posted, the test sheets shall be available for viewing by the designated team representative/coach only. The test sheets may not be removed, even momentarily, but must remain with the scorer.
5. Tests shall be given to the competitors at the awards ceremony and not before.
6. It is recommended that the designated team representative/coach check the scoring on all their team members' tests.
7. The last level of the day must also be posted and the tests made available to the designated team representative/coach, to ensure that no errors in scoring have been made prior to the awards presentation
8. If a mathematical error on the score sheet is discovered, it must be brought to the attention of show management within ½ hour of the official posting of the scores from the last class of that show day. Show Management must announce score sheet posting, and must make test sheets available to competitors at the conclusion of the show.
9. Videotape may not be used to dispute a judge's decision
10. A judge is free to leave when all scores from his class are totaled and any ties resolved.

### B. Individual Classification / Ranking/ Placing

1. The winner of the competition is the competitor having the highest total points as added from the test sheet. , the second placed competitor is the one with the next highest total points and so on. With more than one judge, the averaged sum total classifies. If there are two or more judges, the points awarded by each judge shall be published separately in addition to the total score. Total final results must be published in marks as well as in percentage. (percentage should be to 3 places after the decimal point)
2. Each division should be placed first through twelfth.
3. In the event that there is equality of test points/marks for individuals in the same division, the winner will be determined using the following tie breaks in order:
  - i. The rider's collective marks: the competitor with the highest combined score for the rider's position, rider's correct and effective use of aids, and harmony between horse and rider and or geometry and accuracy
  - ii. All of the collective marks: the competitor with the highest combined scores from gaits, submission, impulsion and all rider collective marks.
  - iii. If the scores remains tied, the judge shall break the tie.

### C. Team Classification/ Ranking/ Placing for Regular Competition (Does Not Apply To Regional Ranking)

1. After each individual class is placed, the riders will receive placing points for their teams.
2. Placing points earned by each team's top 3 riders will be added together to come up with the team's total placing points. The team with the highest placing points wins the competition. In regular IDA competition, a team with four riders will drop their lowest placing. A team with 3 riders will not have a

drop score.

Placing points are as follows:

1st place = 7 points      4<sup>th</sup> place = 3 points  
2nd place = 5 points      5<sup>th</sup> place = 2 points  
3rd place = 4 points      6<sup>th</sup> place = 1 points

D. In the event of a tie between teams the following tie breaks shall be used in order:

1. The top three placing riders' percentages (to 3 decimal points) will be averaged to get the overall "team percentage." The team with the highest averaged team percentage places ahead.
2. If the tie still remains then the highest combined scores for the rider's position, rider's correct and effective use of aids and harmony between horse and rider and / or geometry and accuracy in the collective marks from the three eligible tests will place ahead.
3. If a tie still remains, then the total of the three eligible riders' collective marks will place ahead.
4. If a tie still remains, the team with the highest rider position points from the 3<sup>rd</sup> ranked of the eligible riders will place ahead.
5. If the tie still remains, the tie will remain unbroken.

E. In the event of an unbroken tie the points will be awarded as follows. The point value for the tied placing will be the average of the two placings. For example a tie for first will use the average of the first and second points.  $7+5=12$  points. Each team receives 6 points. The points will be assigned as follows. The next placing will be dropped down, in our example the next team will be third.

First place tie 6 points  
Second place tie 4.5 points  
Third place tie 3.5 points  
Fourth place tie 2.5 points  
Fifth place tie 1.5 points  
Sixth place tie .5 points

## 8.9 Awards

Awards are to be made in both individual and team categories.

A. Individual Awards:

1. Ribbons are awarded through sixth or eighth place to the individuals of each level, with the highest test marks/percentage winning the highest placing.

B. Team Awards

1. Team scores shall be calculated by adding the 3 highest individual placing points from each team and dropping the lowest score for teams with 4 members competing. Teams with 3 members competing shall not have a drop score. A team score shall not be calculated for teams with less than 3 riders. All team members must be enrolled in the college they represent.
2. Ribbons are awarded to the first through sixth placed teams. Participation ribbons or tokens may be awarded to teams in less than sixth place.
3. Providing an additional prize for the winning team is strongly encouraged. Trophies or equestrian merchandise are appropriate.

Colors for ribbons:

First Place Blue  
Second Place Red  
Third Place Yellow  
Fourth Place White  
Fifth Place Pink  
Sixth Place Green

**Article 9**  
**Dressage Seat Equitation**  
**( \*\*note DSE division will not be held at Nationals in 2015-2016)**

**9.1 Membership:**

All competing riders must be members in good standing with IDA

**9.2 Levels:**

Introductory, Lower Training, Upper Training, First level, Alumni (at the discretion of the host school, all levels combined)

**9.3 Qualifications:**

All riders are required to compete in the division at which they are placed through the rider Classification form. Alumni competitors compete in the alumni division without regard to their previous IDA rider classification.

**9.4 Judging:**

- A. USEF licensed dressage judges or USDF 'L' graduates must be used
- B. Judges are encouraged to give feedback to all the riders at the conclusion of each class.
- C. It is suggested that hosting schools use the DSE judging score card/guideline for all DSE judges. Riders are to be judged on equitation. Control of the horse and the horse's way of going should not be taken into consideration unless it is the result of poor riding and incorrect position. Riders will be asked to perform all gaits required of the level and in both directions of the ring.

**9.5 Placing:**

Riders will be placed 1st-6th with points as follows:

1st=7, 2nd= 5, 3rd=4, 4th=3, 5th=2, 6th=1

Points from DSE must be recorded separately from other regional standings.

**9.6 Moving between divisions:**

Points from DSE are recorded only in the DSE division. Riders do not point out of their test level based on DSE points. **Riders who choose to move up a level in DSE, must then also move up in their test level.** Riders cannot show in a different DSE and Test level concurrently.

**Currently for 2015-2016 there is no pointing out of DSE level; however, points will be recorded for subsequent years when a point limit may be enacted.**

**9.7Horse Qualifications:**

It is recommended but at the host schools, discretion that only horses that have gone in 2 or fewer tests, been an alternate, or not shown at all, be used in DSE classes. It is suggested that hosting schools use horses, who for various reasons are not useable in tests.

- A. DSE horses must be included on the horse description sheet along with whip and spur restrictions.

**9.8 Horse Draw:**

Horse draw can occur at any point throughout the day. Riders draw horses in order according to height / weight restrictions of the available horses, from tallest to shortest. If there are height/ weight restrictions, they should be announced and noted on the horse description prior to the draw. Riders who are too tall or heavy for the horse will redraw.

**9.9 Warm up/Parade:**

Horses are not required to parade. Any horse that has not already been paraded or shown, should have a brief warm up before competition.

**9.10 Class subscription:**

Hosting schools may use their discretion on class sizes. Multiple classes for the same division may be run, for points, to allow for more entries and to accommodate fewer horses. Hosting schools may accept as many or as few DSE entries as their horse use allows. It is suggested that the prize list gives an estimate of the number of spots available and those spots are spread out amongst competing schools.

### **9.11 Entry Fees:**

\$25.00-30.00 per rider (region should agree to amount). Region may elect to collect \$5-10 per entry for the regional account for regional DSE championship show/prizes.

### **9.12 DSE Regional Championships:**

- A. Non qualifying division for Nationals in 2016
- B. Top 6 riders in each level qualify – in the event of a tie more can compete
- C. Rider Qualifications:
  - Riders may compete in as many DSE shows as they like, but only the top two placing scores will count towards regional year end standings.
- D. Judging for regional championship: riders must change horses, judges must give individual feedback. Judges may ask for additional work in a group.
  - Allowable tests include:
    - 1. 1st level/Alumni: lengthened trot or canter, shallow loop counter canter, leg yield, work without stirrups
    - 2. Upper/lower training: sitting trot, work without stirrups
    - 3. Intro-sitting trot

## **Article 10 - Private or Individual Horse Competition**

The purpose of this type of competition is to encourage students to participate in dressage activities on either their own horses or on horses that they ride on a regular and steady basis.

### **10.1 Warm-Up**

- A. The rider is responsible for preparing his/her horse for competition under supervision of the Coach or College Representative;
- B. The Ring Steward may limit the number of competitors warming up at his/her discretion.

### **10.2 Competition**

- A. Shall be governed by US Equestrian Federation.
- B. If, at one show, both own-horse and school-horse competitions are offered, awards shall be made separately to both competitions.

## **Article 11 - Dispute Procedures**

### **11.1 Dispute Documentation**

A notice of alleged violation must be presented in writing (email, fax or standard mail) and addressed to the executive board within ten (10) days of the incident and must state the full name and address of the accused and the accuser and contain a complete and definitive statement of the acts that constitute the alleged incident. Such notice must be submitted within ten (10) days of the violation to Beth Beukema, [bbeukema@jwu.edu](mailto:bbeukema@jwu.edu). Precisely written details regarding any violation of the Rules is necessary.

### **11.2 Dispute Procedure**

The executive board will forward information concerning the dispute to the appropriate committee for resolution within seven (7) days. If no such committee exists, the executive board will appoint one.

## Article 12 - Determining Regional Standings

### 12.1 Team Standings

- A. Regional Representatives MUST verify that all riders and their schools are in good standing with the IDA. Any college with unpaid dues for IDA shows or individual or school memberships will not be eligible for regional awards or be eligible to compete at the National Championship Competition. Any school or rider that is found to be delinquent will have their points dropped and will be ineligible to become participating members of the IDA in subsequent years until all outstanding dues are paid.
- B. The Regional Representative will designate a Point Secretary every year (may be the Regional Representative). The Point Secretary 'using the standardized IDA point template, will be responsible for tracking all the riders and schools that are in good standing with the IDA to determine eligibility for regional awards and qualification for the National Championship. Fully paid participating members and schools will be included on point's sheets. Their show records will be distributed by the point secretary to the coach or student representative of the college in the region at the beginning, middle and end of the year. It is the responsibility of the coach or student representative to check the accuracy of the points and percentages earned throughout the year.
  1. The Point Secretary and the Regional Representative must also maintain all of the final IDA regional show results. These records will then be used to determine team and individual standings and to aid in breaking ties.
- C. Once the Point Secretary distributes the point records, the coach, student representative, or student riders have 14 days to dispute any discrepancy. If no dispute is brought to the Point Secretary at the end of 14 days, the points will stand as posted.
- D. The point secretary will make the necessary adjustments to points earned after each competition. Each school will only receive points from their highest placing team and the teams that placed behind will move up in position and points. This practice will enable all schools to have an equal chance in earning regional awards.
- E. During the competition year, the point secretary will calculate each school's top 4 shows based on rider placing points to determine the year-end regional standings. The top three riders at each show are used to calculate the point value.
- F. Team standing: The team with the highest total rider placing points at the end of the competition year will be the regional champion. Reserve Regional Team will be the team with the second highest point value etc.
  1. Total placing points of the top 3 riders on each team are added together to get the total placing points. (Example: a team with first, second and third place finishers would obtain  $7 + 5 + 4 = 16$  points for a particular show.)
- G. Only one team per college will receive points at each show. The point team does not need to be designated prior to the start of each show. Regional rankings will be used to determine eligibility for filling the National Championship slots allotted to each region.
- H. Ties – in the event of a tie for regional champion the tie will be broken by using the following tie breaks in order:
  1. The sum of the percentage scores (calculated to 3 decimal points) of the top 3 rider's will be used. (from same 4 shows as above)
  2. If the tie still remains the sum of the dropped riders placing points will be used to break the tie.
  3. If the tie still remains, the sum of the top dropped percentages breaks the tie.
  4. If the score remains tied and there is only one slot for team representation in that region, a draw will determine the winner.

## **12.2 Individual Regional Standings**

- A. Each rider must have competed at 4 (four) regional shows at any level they have qualified for in order to be eligible for regional standings and thus be eligible to compete at Nationals.
- B. Individual Regional Standings for regional year end awards will be based on placing points earned from the rider's top 4 shows at each division with ranked placing being Regional (Division) Champion, Reserve Regional.... etc. Note: It is possible for a rider to receive 2 awards at two different levels in one year.
- C. Placing points do not carry over from the previous year to calculate Regional Standings. Placing points do not move between divisions. Placing points earned during a previous year only accumulate to determine when a rider points out of a level, not for regional year end awards. When a rider accumulates 28 points at Introductory or Lower Training or 35 points at Upper Training level that rider is no longer eligible to compete at that level.
- D. Riders should be moved up by their coach to the next higher level at the start of the academic year if their ability warrants and it is anticipated that the rider will need points at the higher level to qualify for Nationals. Regional rankings will be used to determine eligibility for filling the National Championship slots allotted to each region.
- E. Placing points earned at each level are calculated independently and do not carry over when the rider moves up to another level.
- F. Ties for individual regional year end awards will be broken using the following tie breaks in order:
  - 1. By the average final percentage score of the rider's four top placings.  
(using placing points to determine the top 4 shows)
  - 2. If the tie remains and only one rider slot is available for the region, a draw will be used to determine who will represent the region at nationals but the tie can remain unbroken for the purpose of regional awards.

## **Article13- National Championship Rules**

### **13.1 Determining the Allocation of the Number of Regional Team and Individual Representatives at National Championships**

12 teams will be invited to compete at the National Championship Show and 48 individual riders will be invited to compete at the National Championship Show.

- A. Regional representation for the National championship show by teams and individuals will be based on paid Class 1 and 3 memberships respectively as of Feb. 15 per IDA qualified region. A qualified region for purposes of National Championship competition is a region with a minimum of 3 regional teams and 24 regional individual members. The team and individual membership for each region will be calculated by the National President using the number of paid Class 1 and 3 memberships. Memberships must be activated as of Feb 15 on the website in order to be counted. The Executive Committee will approve the number of slots for team and individual competitors for the National Competition by Feb 28.
- B. In order for a region to qualify there must be a minimum of 4 shows with a minimum of 3 schools competing at each of the 4 shows to qualify.
- C. All qualified regions may send the highest ranked team and group of 4 individuals to the National Championship competition. (see 11.1 and 11.2) This rule will be in effect until such time that the IDA has more than 12 qualified regions. A rule change to zone qualifications or other determination for slots will be made by the board of directors at this time.



- D. The remaining slots if less than 12 qualified regions will be called the wild card slots. A wild card slot will only be awarded to a team that has competed in 4 shows. The first wild card slot will go to the host team if they do not qualify otherwise and if the team's average of their top 4 regional placings based on average percent of their top 3 riders will meet or exceed an average qualifying score of 62%. Three different judges must be recorded. The remaining wild card slots, including if one is not used by the host team, will be allotted based on the following formula. The second placed team in each region with 6 or more class 1 members will be ranked by their average percentage score from their top 4 regional placing (based on combined rider placing points earned by the team) calculated from the top 3 finishers at each show. (Note: combined placing points of the team riders are used to determine the 4 shows used in the calculation not percentage)
  - 1. Three different judges must be recorded.
- E. The remaining wild card slots will be allotted on ranked order.
- F. Ties will be broken using the following tie breaks in order:
  - 1. The sum of the dropped riders placing point scores from the 4 shows.
  - 2. If the tie still remains, the sum of the dropped riders percentages from the above 4 shows
  - 3. If the score remains tied and there is only one slot for team representation in that region, a draw will determine the winner. If there are two or more slots available to teams from the region, the tie will remain unbroken and the top tied teams will both go to Nationals.
- G. Individual Wild Card Slots: At each level of competition (First, upper Training, lower Training, and Introductory, the wild card individual slots will go to the second place individuals (in regions with 6 or more class 1 members) nationally ranked by average percentage (calculated to 3 decimal points) in their top 4 (four) shows (based on rider placing points earned) at each level (note: placing points are used to determine the top 4 (four) shows not percentage) (limit of one additional person per region). Shows must be judged by 3 different judges.
- H. In the event that a region cannot or chooses not to send a team/individual, the slot will be awarded as if the region did not exist, with the slot going to the region that would have been given the slot in accordance with the above formula.
- I. In the event a team or individual rider in a region chooses not to attend Nationals the slot is offered to the team/individual that is next highest standing in regional points earned based on year end regional points ranking.
- J. Teams/individuals who qualify for Nationals must notify their Regional Representative immediately after the last show in the region if they are or are not attending Nationals.

### **13.2 Individual Rider Qualifications**

- A. An individual must have competed in a minimum of 4 (four) regular shows within their home region during the current academic year to qualify for participation at National Championships.
- B. The total placing points from the individual rider's 4 (four) best competitions within their region and level will count towards final standing. Points do not move between the levels or carry over from the previous year(s) for the purpose of qualifying for Nationals. A rider may only compete at one level at Nationals. Riders will show at the level in which the higher number of points is accumulated during the competition year provided they earn enough points at that level to qualify them for regional representation. If the points for both levels are tied, the rider must show at the higher level provided they have sufficient points at that level to qualify.
- C. Riders must compete at the same level on both the team and individual competition days. Once a rider has placed first or second at the National Championship on Individual day at a given level they must move to the next level for the next competition year regardless of whether they have pointed out of that level.

- D. Four shows will count towards qualifying for National Championship. Points calculated as follows:
  - 1. 1<sup>st</sup> Place = 7 Points
  - 2. 2<sup>nd</sup> Place = 5 Points
  - 3. 3<sup>rd</sup> Place = 4 Points
  - 4. 4<sup>th</sup> Place = 3 Points
  - 5. 5<sup>th</sup> Place = 2 Points
  - 6. 6<sup>th</sup> Place = 1 Point
- E. Ties will be broken by the average final percentage score of the rider's four top placings at the level they are qualified to ride.
- F. Points earned will follow students who transfer to other schools throughout their eligibility.
- G. Points earned will follow the student for classification of levels for their entire IDA eligibility.
- H. Points towards qualification for National Championship will start at zero each year.
- I. Points towards qualifications for the National Championship show do not move between the levels. Designated team representatives/coaches should move riders up to the higher level at the start of the competition year if they anticipate that they have sufficient ability to earn enough points at that level to qualify for Nationals as an individual.
- J. In the event that a region cannot or chooses not to send a slate of riders to compete in individual competition at Nationals, the resulting slots will be awarded as if the region did not exist, with the slots going to the region that would have been given the slots in accordance with the above formula. That region must offer the slots to the individuals that are the next highest standing in regional points earned. If an individual cannot or chooses not to compete at Nationals, then the slot will be offered to the next individual in the same division in that region based on year end regional points ranking.
- K. In the event that an individual within a region qualifies for nationals but cannot or chooses not to attend, the slot will be awarded to the next highest ranking individual in that level.

### 13.3 Team Qualifications

- A. A team must have competed in a minimum of four (4) regular shows within their home region during the current academic year to qualify for participation at National Championship. Teams at nationals must have four (4) members to ride at each of the four (4) levels. All riders on the team MUST have competed in a minimum of four (4) regional shows but do not have to have earned points at these shows. Team riders do not have to have qualified as individuals.
- B. Team members may change from show to show. If a college has two (2) teams competing at a competition only one team will have points count towards regional rankings. The team does not need to be designated at the start of the competition. Only one team from each college will qualify to compete at National Championship.
- C. Each and every team member must have competed at a minimum of four (4) competitions during the current academic year. Team riders must compete at a level for which they are qualified. Riders pointing out must compete at the level they have obtained the most points during the current year as stated in 12.2.B
- D. Riders must compete at the same level on both the team and individual competition days. e. The rider placing points from the team's four best competitions will count toward final standings as outlined in the IDA Rules and Standards.
- E. In the event that a region cannot or chooses not to send a slate of riders to compete in team competition at Nationals, the resulting slots will be awarded as if the region did not exist, with the slots going to the region that would have been given the slots in accordance with the rules. That region must offer the slot to the team that is the next highest standing in regional points earned.
- F. An injured rider on a team may be substituted after entries close as long as the rider meets all rider qualifications, including level and participation at the correct number of competitions.

### 13.4 Order of Competition

- A. Team Competition is to be held on Friday, Saturday or Sunday as designated by the board of directors
- B. Individual Tests are to be held on Friday, Saturday or Sunday as designated by the board of directors. It is recommended that First level be ridden first during Individual competition. Breaks on Sunday may be shorter so that the day can be shortened for those who must leave on Sunday.
- C. Order of Divisions-First Level must be the first division ridden for team competition. Other divisions may be shown at show management's discretion. Introductory does not have to be the last division of the day.
- D. The lunch break may be 45 minutes to allow an extra 15 minutes for re-rides should they be necessary.
- E. Horses need to be warmed up before EACH division or session (morning or afternoon) on Individual day.
- F. At the direction of the head steward, a horse may have additional warm up if the horse demonstrates the need by bucking, kicking, acting up, etc.
- G. An individual horse may go one, two, or three times at the discretion of show management and the horse selection committee.

### 13.5 Competing Riders

Competing riders MAY NOT warm up any horse to be used in the competition on selection day prior to the show including horses loaned by other schools or individuals on the day prior to competition without the permission of the horse committee.

Competing riders MAY NOT warm up or parade any horses on team or individual competition day unless the warm-up occurs after they have competed.

### 13.6 Officials Selection

National championship judges will be selected by the National Championship judges committee and announced by Dec 1, Schools are not permitted to hire the judges as clinicians or regional judges from Jan 1 until after the National Championship Competition.

A technical delegate will be hired for the competition days to act as head steward.

### 13.7 Arena Size

First level and upper Training level must use standard arena. Lower Training and Introductory may use smaller arena.

**It is recommended that lower training be in the large arena as the 2015 tests are written for the large arena.**

### 13.8 Tests

Show management may offer different First level tests for individual and teams days. It is recommended that First level Test 3 be used for Individual competition if suitable horses are available.

It is recommended that Introductory Test B be used for both individual and team National competitions. (Introductory Test A is not a suitable test for National Championship Competition)

### 13.9 Regional Entries

- A. Regional Representatives MUST review the entries from their region and verify that all riders and their school are in good standing with the IDA. Any college with unpaid dues for IDA shows or individual or school memberships will not be eligible to compete at the National Championship. The Regional

Representative must also verify that the riders and colleges have shown a minimum of 3 times and are eligible for the National competition in accordance with IDA rules. The representative must then submit verification of their acceptance and approval of the entries to the host college via email or fax.

- B. Once eligibility has been verified by the Regional Representative, the Coach must submit entries for the team and individuals, including the actual team members, via fax or email along with checks for fees to the host college. All entries must be approved by the Regional Representative prior to submission to the host school and National Secretary.

### 13.10 Scoring at Nationals

- A. At Nationals a 13 point system will be used as follows:

1 <sup>st</sup> – 13 pts	4 <sup>th</sup> – 9	7 <sup>th</sup> – 6	10 <sup>th</sup> – 3
2 <sup>nd</sup> – 11	5 <sup>th</sup> – 8	8 <sup>th</sup> – 5	11 <sup>th</sup> – 2
3 <sup>rd</sup> – 10	6 <sup>th</sup> – 7	9 <sup>th</sup> – 4	12 <sup>th</sup> – 1

- B. There is NO DROP SCORE at Nationals
- C. In the event of a tie at the Nationals Championship show the same procedures will be used as for a regular show except there is no drop score which means that all 4 percentages are counted in the calculation. In the event of a tie between teams the following tie breaks should be used in order:
  1. The four placing riders' percentages will be averaged to get the overall "team percentage" (three decimal points). The team with the highest averaged team percentage places ahead.
  2. If the tie still remains then the highest combined rider position, rider's correct and effective use of the aids, and harmony between horse and riders and/or geometry and accuracy in the collective marks from the four tests will place ahead.
  3. If a tie still remains, then the total of the four eligible riders' collective mark scores will place ahead.
  4. If a tie still remains, the team with the highest rider position points from the 4<sup>th</sup> ranked of the riders will place ahead.
  5. If the tie still remains, the tie will remain unbroken.
- D. Individual Day – If ties occur, IDA rules for regional shows will be followed to break them.
- E. Ribbons earned at Nationals do not receive points to be carried over to the following year.

### 13.11 Horse Selection Committee

Consists of the 2 IDA board members appointed by the president.( the board members must not be coaching a team at Nationals) , a designee of the host college and a designee of colleges providing loaned horses. The president is eligible to perform this function if desired.

## Article 14 - Memberships and Fees

### 14.1 Membership Fees

For more information about IDA memberships and eligibility, please consult IDA by laws.

Class 1: Participating University/College Membership - the annual fee for University/ College Members shall be two hundred (200) dollars.

Class 2: Supporting School Membership -The annual fee for Supporting School Members shall be one hundred (100) dollars.

Class 3: Individual Membership - The annual fee for Individual Membership shall be thirty (30) dollars.

Class 4: Contributing Membership - The annual fee for Contributing Membership shall be five hundred (500) dollars. Class 5 Coach – no fees

Class 6: Administrative Memberships have no fee.

Class 7: Alumni Supporting Membership fee is thirty (30) dollars. Riders may compete in DSE alumni division

Class 8: Life Membership fee is seven hundred fifty (750) dollars one-time fee.

Class 9: Gold Participating University/College Membership – for those colleges wishing to contribute to the IDA the annual fund shall be three hundred (300) dollars.

#### **14.2 Entry Fees and Show Dues**

- A. Regional Shows: IDA Show fees shall be a minimum of one hundred forty (140) dollars per team of up to four (4) members per school. Individual Entry fees are thirty-five (35) dollars per individual for each person in addition to the team of four (4).
  - 1. Regions may choose to increase the entry fees up to \$180 per team if necessary to cover show costs. Any increase in show entry fees above the minimum must be voted on by the members of the region.
  - 2. Twenty-four (24) dollars of each team entry shall go to the National Fund and eight (8) dollars goes to the Regional Fund. Six (6) dollars of each individual fee shall go to the National Fund and two (2) dollars shall go to the Regional Fund
- B. DSE entry fees will be \$25.00-30.00 per rider. The region may elect to charge a portion of this fee for regional prizes and other expenses.
- C. National Championship: Fees for IDA National Championship shall be five hundred (500) dollars per team of up to four (4) members per school and one hundred twenty-five (125) dollars per individual entry for each person in addition to the team of four (4).

Appendix A- Riding Level Equivalents for IDA Competitions

See rules for qualifications

\*(Canadian and Mexican =same tests)

IDA	USEF/ USDF Level	German	Dutch	FEI
Introductory	Introductory	n/a	n/a	
Lower Training	Training	E	B	
Upper Training	First	A	L	FEI 4 year old test
First	Second	L	M	FEI 5 year old test
	<b>Third</b>	<b>M</b>	<i>z</i>	<b>FEI 6 year old test FEI Jr tests&amp; FEI</b>
	Fourth	s	zz	FEI young rider
				FEI Prix St George and above

IDA	USEF/ USDF Level *	Pony Club Rating	German Medals	IHSA	USEA
Introductory	Introductory	D, C1		W/T or W/T/C	Beg Novice
Lower Training	Training	C2	small bronze	Novice	Novice
Upper Training	First	C3,C+	large bronze	Intermediate	Training
First	Second	B		Open	Preliminary
	<b>Third</b>	<b>A</b>			<b>Intermediate</b>
	Fourth		silver		
			gold		